UNIVERSITY OF THE FRASER VALLEY
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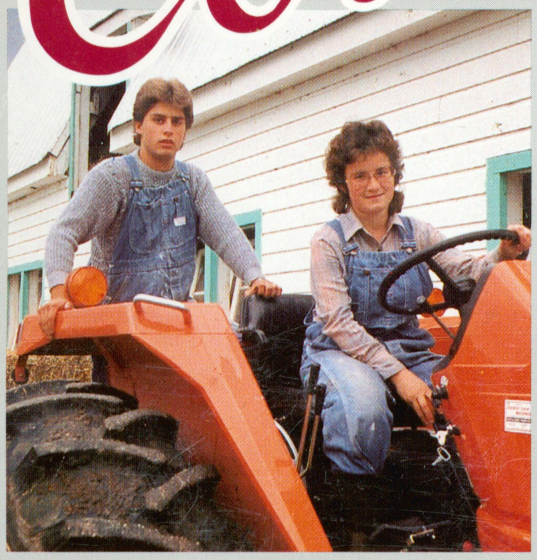
FRASER VALLEY College

FVC









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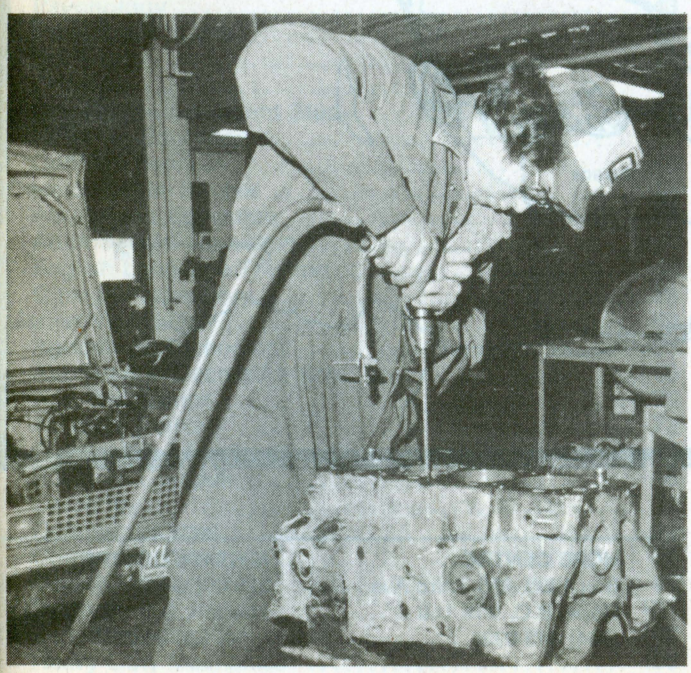
GENERAL COLLEGE INFORMATION









YOU AND YOUR COLLEGE

Fraser Valley College is a comprehensive community college that seeks, within available resources, to provide educational programs in response to the needs of the Fraser Valley region.

The College offers a variety of programs for adults of varying interests, abilities, career goals, educational backgrounds and means.

The College has adopted an 'open door' policy. Every effort is made, therefore, to admit students to programs of their choice.

The programs at Fraser Valley College include upgrading for people whose formal education may have been interrupted; one and two year job-oriented programs to train people for better jobs and more rewarding careers; the first two years of most university degree programs; and a variety of general interest courses which recognize that life is enriched by all kinds of learning.

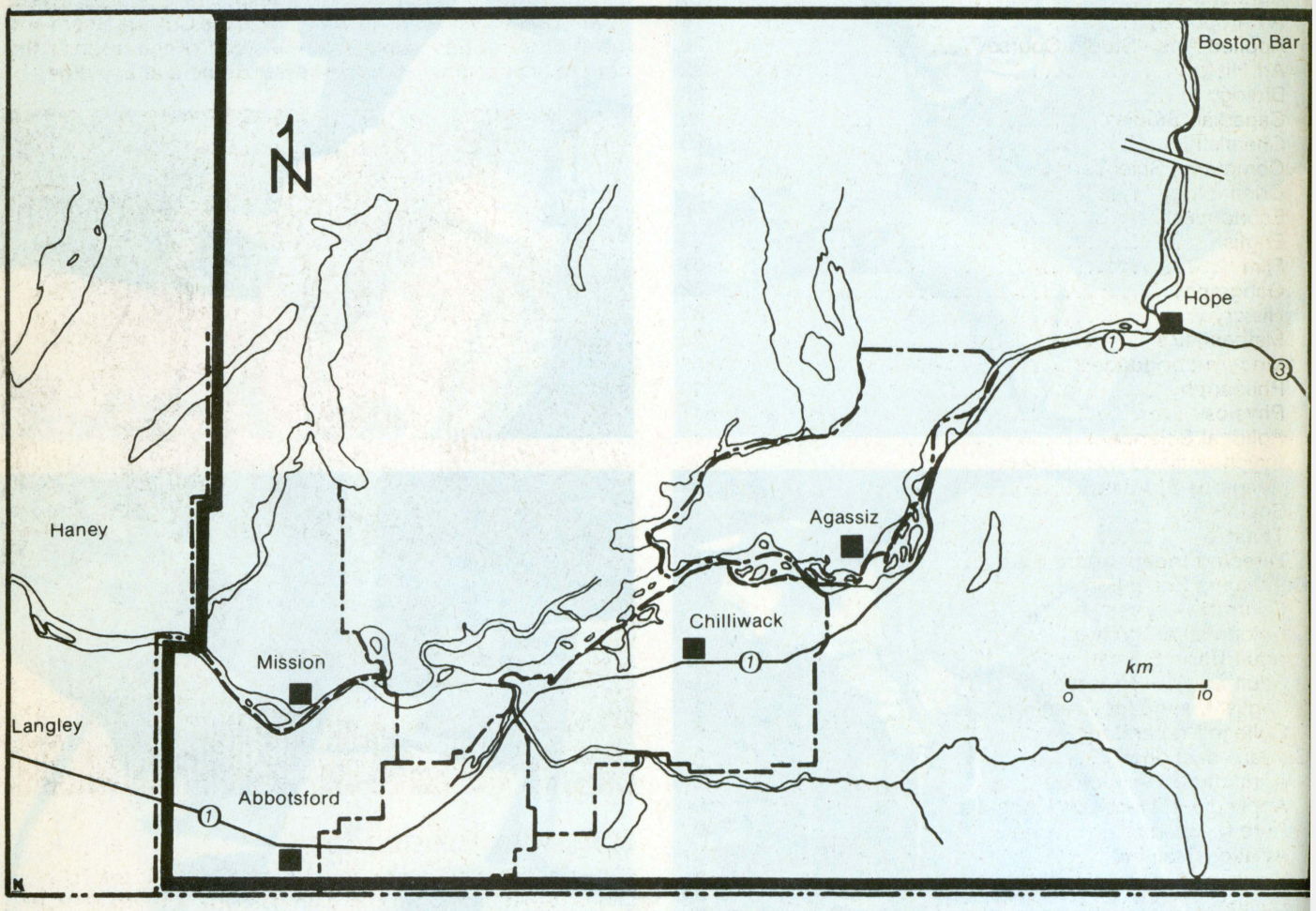
To support these programs, the College has personal, academic and vocational counselling services; reference and study resources; and support groups to help people overcome the difficulties of re-entry to higher education, or of combining education with other responsibilities. A variety of student activities of a cultural and athletic nature are also available.

A coordinator of special education is on staff to provide support services for persons who are disabled, as well as to plan and implement special learning programs for disabled students.

Fraser Valley College *is* a community college . . . and the emphasis on 'community' is taken seriously.

The Continuing Education Division draws extensively on the abilities and resources of community organizations and individuals to provide a wide variety of educational services. Many vocational and career programs are developed with the assistance of advisory committees drawn from people who are experts in their occupation and are residents of the region.

Fraser Valley College has a special commitment to its Native students and has a Native Education Advisory Committee that advises the College on programs and services.



ABBOTSFORD CAMPUS
33844 King Road
Abbotsford, B.C. V2S 4N2
(604) 853-7441

CHILLIWACK CAMPUS
45600 Airport Road
Chilliwack, B.C. V2P 6T4
(604) 792-0025

HOPE CENTRE
Box 1899, 895 Third Ave.
Hope, B.C. V0X 1L0
(604) 869-9991

MISSION CENTRE
32335 Fletcher Ave.
Mission, B.C. V2V 4N3
(604) 826-9544

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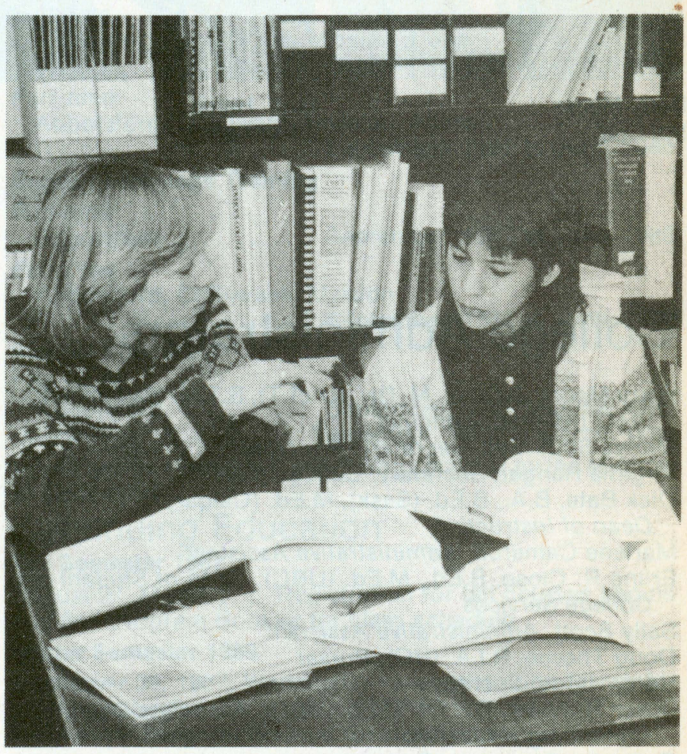
Purpose of the Calendar

This calendar is published to give you information about courses and programs offered at Fraser Valley College. Not all courses listed will necessarily be offered in the 1987-88 academic year so you should check the fall and winter timetable for specific schedules. Although an attempt is made to ensure accuracy and completeness at the time of printing, this statement is not intended as a legally binding document, nor is it intended to abridge any rights or responsibilities established by law or the over-riding jurisdiction of the College Board and the Ministry of Education. Fraser Valley College reserves the right to change any provision or requirement at any time.



Calendar Production

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Map: Doug Nicol, FVC Geography Department
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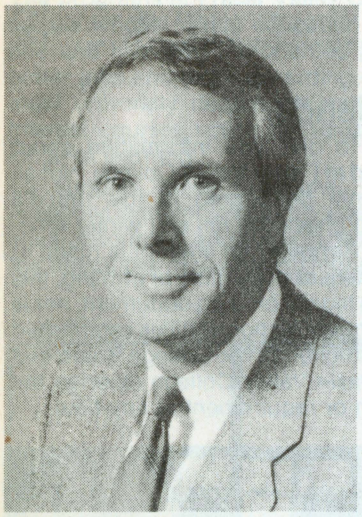
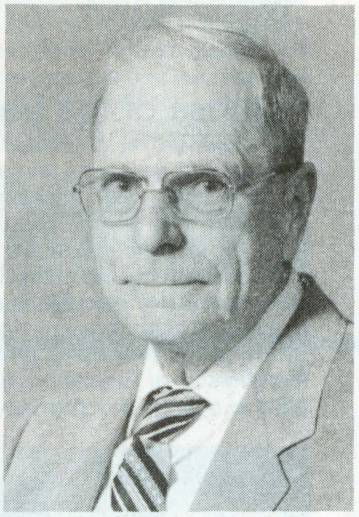
COLLEGE BOARD & ADMINISTRATION



Barry Moore
Principal



G.W. Harris
Chairman

College Board

G.W. (Bill) Harris, *Chairman, Mission*
Dr. Norman Crabtree, *Vice Chairman, Chilliwack*
Mrs. Valerie Buchanan, *Chilliwack*
Mrs. Norma Kenney, *Mission*
Dr. H. Douglas McCausland, *Clearbrook*
Peter A. Saunders, *Chilliwack*
Gregory R. Templeman, *Hope*
John W. Weins, *Abbotsford*

College Administrators

Barry Moore, B.Com., M. Div. (U of T), S.T.M. (Columbia), PH.D (Alberta); *Principal*
Marlys Southwell, *Secretary, Principal*
Virginia Ranger, *Secretary, College Board*
Dick Bate, B.A., B.Ed. (Sask), M.Ed. (Calgary); *Dean of Instruction*
Marlene Cameron, *Administrative Assistant*
Erling R. Close, B.Ed., M.Ed. (UBC); *Dean of Student and College Services*
Sally Scott, *Administrative Assistant*
Doug Thorpe, R.I.A. (BC), *Bursar*
Carol Hardy, *Secretary*
Susan R. Witter, B.R.Ed. M.Ed. (UBC); *Associate Dean, Continuing Education*
Catherine Sorenson, *Secretary*
Jim Lyons, *Director of Accounting & Office Management*
John Shular, *Director of Purchasing and Facilities Services*
Deborrah Nottingham, *Secretary*
Barry M. Bompas, B.A., B.Comm. (Sask.); *Personnel Officer*
Hazel Lockhart, *Secretary*
Bob Warick, B.A. (Sask.); B.Ed. (Sask.); *Public Information Officer*
Nina Racine, *Secretary*
Bill Cooke, B.Sc. (McMaster); *Registrar*
John F. Potts, B.A., M.P.A. (Cal. State, Hayward); *Director Arts and Applied Arts*
Sharon Skidmore, *Secretary*
Don Tunstall, B.A., M.A., (UBC); *Prof. Teaching Cert. (BC); (New Zealand); Director of Science and Applied Science*
Dale Demeules, *Secretary*
Frank Dolman, B.Sc. (UBC), Prof. Teaching Cert. (BC); *Coordinator, Vocational Programming*
Barbara Harms, *Secretary*
Harvey McCullough, I.D. (UBC), Journeyman, Carpentry; *Coordinator, Trades Training*
W.E. Harris, B.A. (Carleton), B.L.S. (Toronto); *Director of Learning Resources*
Anne Andres, B.A. (UBC); Dip. Lib. Tech. (FVC); *Administrative Assistant*
Ronald Coreau, B.A. (Loyola); *Coordinator of Community Programs, West*
Cheryl Pohl, *Program Assistant, West*
Rae McCombs, B.A.Sc. (UBC), M.A. (UBC), Ph.D. (U of Mich.); *Coordinator of Community Programs, East*
June Johnstone, *Program Assistant, East*
Beryl Fredrickson, Teaching Cert. (Man/BC); *Regional Programmer (Hope)*
Timothy Segger, B.A., M.A., (UVic); Director, Contract Services
Jerry Enger, Secretary

SCHEDULE OF EVENTS

Fall Semester 1987

March 2, Monday ..... Applications for Academic and Career programs received
August 4, Tuesday ..... Registration begins (under review)
September 8, Tuesday .. Last day for 100% refund of fees
Regular registration period ends
Late registration period begins
Day and evening classes begin
September 15, Tuesday . Last day to add a course without instructor's permission
Last day for 75% refund of fees
November 18, Wednesday Last day to withdraw without 'W' appearing on transcript
December 9, Wednesday Last day of classes
Last day to withdraw from a course
December 11-18 ..... Examination period. No classes

Winter Semester 1988

November 1/87, Tuesday ... Apply for 1988 winter session
December 1, Tuesday ... Winter registration begins for returning students (under review)
December 8, Tuesday ... Registration for new students begins
January 4, Monday ..... Last day for 100% refund of fees
Registration resumes for new and returning students
Day and evening classes begin
Late registration period begins
January 11, Monday .... Last day to add a course without Instructor's permission
Last day for 75% refund of fees
February 18-19 ..... Mid-term break
No day or evening classes
College open
March 23, Wednesday ... Last day to withdraw from a course without 'W' appearing on transcript
April 11, Monday ..... Last day of classes
Last day to withdraw from a course
April 14-22 ..... Examination period. No classes
April 1, Friday ..... Good Friday. No classes
April 4, Monday ..... Easter Monday. No classes

Spring Semester 1988 (May-June)

April 4, Monday ..... Spring semester registration begins
April 25, Monday ..... Last day to receive 100% refund of fees
Spring semester classes begin
April 29, Friday ..... Last day for late registration
Last day to change courses
Last day to receive 75% refund of fees
May 24 ..... Last day to withdraw without 'W' appearing on the transcript
June 5, Friday ..... Spring semester classes end
Last day to withdraw

Offering of a spring semester will depend on enrolment and budget.

Full-Time Vocational

Listed below are the start and finish dates for Fraser Valley College Vocational programs. To apply, contact the College or your nearest Canada Employment Centre well in advance.

Drafting ..... Sept. 8 to Dec. 24, 1987
Jan. 4 to June 3, 1988

Dental Auxiliary ..... Level I:
Sept. 8, 1987 to Mar. 25, 1988
Level II:
Mar. 28 to June 17, 1988

Early Childhood Education Sept. 8 to Dec. 18, 1987
Jan. 4 to Mar. 25, 1988
April 4 to June 24, 1988

Homemaker/Long Term Care Aide ..... Aug. 31 to Dec. 17, 1987 or
Jan. 4 to April 22, 1988

Office Careers ..... Sept. 8 to Dec. 24, 1987
Jan. 4 to June 3, 1988

Some programs are taught all year. Instruction is organized on an individual basis and students may start any time as space allows. These programs are: Carpentry; Joinery; Parts/Counter; Auto Mechanics; Heavy-Duty Mechanics; Welding; Office Careers.

Developmental Studies

Listed below are the start and finish dates for Fraser Valley College Developmental Studies programs. To apply, contact the College or your nearest Canada Employment Centre well in advance.

Adult Basic Education

Full-time
Abbotsford, Chilliwack, Mission, Hope
..... September, 1987 to June, 1988

Part-time
Abbotsford, Chilliwack, Mission, Agassiz
..... September, 1987 to June, 1988

English Language Training

Full-time
Abbotsford ..... September, 1987 to June, 1988

Part-time
Abbotsford, Chilliwack, Mission
..... September, 1987 to June, 1988

Special Education

Life Skills
Abbotsford ..... September, 1987 to June, 1988
Chilliwack ..... September, 1987 to March, 1988

All programs are subject to funding approval by the Ministry of Education.

Continuing Education

Fall Semester 1987

August 27, Monday . Registration for fall courses begins
See Fall Program Booklet for class schedule

Winter Semester 1988

December 30, 1987, Wednesday . Registration for winter courses begins
See Winter Program Booklet for class schedule.

A refund fee is allowed before, but not after, the beginning of the second class. After instruction begins, no refund is permitted for general interest courses of fewer than two sessions.

Statutory Holidays (College closed)

Aug. 3/87 ..... B.C. Day
Sept. 7/87 ..... Labour Day
Oct. 12/87 Thanksgiving Day
Nov. 11/87 .. Remembr. Day
Dec. 25/87 .. Christmas Day
Dec. 26/87 ..... Boxing Day
Jan. 1/88 .. New Year's Day
April 1/88 .... Good Friday
April 4/88 .. Easter Monday
May 23/88 ... Victoria Day
July 1/88 .... Canada Day

COLLEGE FACILITIES AND SERVICES

Although some Fraser Valley College premises are temporary every effort is made to provide needed facilities to all of the College community. Priority is given to instructional needs. However, some of the facilities are made available to the general public.

Main Campuses

The College operates from two main campuses located at Chilliwack and Abbotsford:

Chilliwack — 45600 Airport road, V2P 6T4
Telephone 792-0025
Office Hours: 8:30 a.m. to 4:30 p.m., weekdays

Abbotsford — 33844 King Road, R.R. #2, V2S 4N2
Telephone 853-7441
Office Hours: 8:30 a.m. to 4:30 p.m., weekdays

Vocational/technical programs offered by Fraser Valley College are offered at either the Portage Avenue facility in Chilliwack or the King Road facility in Abbotsford.

Other Locations

With the cooperation of many local agencies, the College also makes use of secondary schools, community centres and on-site locations for college instruction.

Regional Centres

The College operates two regional centres which provide some college services, program information and regional programming.

Hope — Ste. 202, 895-3rd Ave., P.O. Box 1899, V0X 1L0
Telephone 869-9991
Office Hours: 12:30 to 4:30 p.m., weekdays
Closed Fridays

Mission — 32335 Fletcher Ave., V2V 4N3
Telephone 826-9544
Office Hours: 8:30 a.m. to 4:30 p.m., weekdays

Bookstore

For the convenience of students and faculty, the College operates small bookstores in Chilliwack and Abbotsford which stock required textbooks, stationery, drafting materials and some art supplies. College T-shirts and other paraphernalia are also available. The Chilliwack bookstore also offers ticket sales for all FVC Theatre Dept. productions.

The regular hours are:

8:30 a.m. to 1:00 p.m.
2:00 p.m. to 4:00 p.m., Monday to Friday plus
6:30 p.m. to 9:30 p.m., Monday to Thursday,
during September and January.

During the first few weeks of classes, the bookstores are open in the evening to enable night school students to obtain their books. Lists of required texts are available two to three weeks before classes begin.

As well, the College operates a small bookstore on a part-time basis at the Mission Centre. Details as to the hours of operation can be obtained by contacting the Mission Office.

Food Services

The College operates complete food services at both the Chilliwack and Abbotsford campuses. Breakfast, lunch and dinner are available during day and evening operation. Operating hours are:

8:00 a.m. to 9:30 p.m., Monday through Thursday
8:00 a.m. to 3:00 p.m., Friday

Photocopies

There are photocopy machines available at the two main campuses. They are located in the main hallway at the Student Services offices. The charge is 10 cents per copy.

Parking

The College provides parking near its facilities for students, faculty, administration and visitors. There are two parking lots at the Abbotsford campus with some 700 parking spaces, and approximately 250 spaces at the Chilliwack Campus. There is limited visitor parking in the VISITORS' PARKING lot at Abbotsford. Visitors may park there for one hour or less by PERMIT ONLY.

To comply with fire and traffic regulations, *NO PARKING* areas have been established in certain parts of each campus. Improperly parked cars will be towed away.

Switchboard

Information may be obtained from the main switchboards Monday to Friday from 8:00 a.m. to 4:30 p.m.

Refunds

The following guidelines for refund of fees apply to all classes except courses offered through the Department of Continuing Education.

Approximate Percentage of Courses Completed	Percentage of Fee Refund
0%	100%
1% - 7%	75%

The following guidelines for refund of fees apply to courses offered through the Department of Continuing Education.

Amount of Course Completed	Percentage of Fee Refund
Before second class meeting	Course fee less a maximum of $5.00 registration fee
After second class meeting	No refund

For courses completed in one session, there are no refunds after the course begins.

Where there are extenuating circumstances, refunds may be offered at the discretion of a senior administrative officer. Apply at Student Services.

Normally, a maximum fee of $5.00 will be charged for each course taken by a resident senior citizen.

Allow at least two weeks for processing of refunds.

Lab Supplies

The College, at present, does not assess a fee for lab supplies. However, this policy is under review and a fee may be implemented.

Student Society Fees

The College collects a Student Society fee on behalf of the Society. This fee is included in the tuition, collected at the time of registration. The fee is determined by the Student Society and executive.

Study Materials

Many of the College faculty use handouts to supplement the course study material. There may be a fee collected at time of registration to cover costs of the material to be supplied.

STUDENT SERVICES

The Student Services Division provides a wide range of services to help you discover your maximum personal and academic potential. These services include:

Academic Planning

Counsellors will help you with information on career and program requirements, transferability and course content at Fraser Valley College and other educational institutions. Appointments may be arranged during the day or evening and at the regional centres.

Counselling

Vocational counselling is available to help you choose a satisfying career goal. Personal counselling is also available to help you develop skills such as speaking up, identifying your strengths, choosing your life paths and managing to balance both home and school activity.

Opportunities for Women

The Opportunities for Women program provides special counselling services. Women can make appointments to get information, support and help with decision-making and planning. Career Awareness groups assist in setting goals, building confidence and exploring jobs.

Career Resource Centre

The centre contains calendars, books, cassette tapes, and periodicals with information on a wide variety of topics including career planning, personal development, and college and university programs.

Records and Registration

Course registrations, course changes, and withdrawals are completed at Student Services. Individual student records, including transcripts, are also filed in this area, and are available to you on request. Student I.D. cards are issued by the Records and Registration staff to all registered students who need them.

College Activities Program

The College and Student Society co-operatively provide resources and assistance for a wide variety of activities. For more information, see the College Activities page in this section.

Groups

Skilled counsellors offer a variety of group workshops as the need or interest arises. Workshops include such topics as job search techniques, assertiveness training and career planning.

Financial Aid

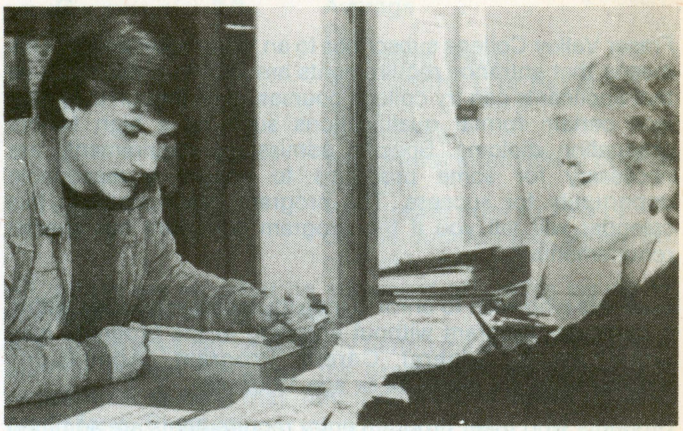
You may want to contact the financial aid officer if you have questions about financing your education. See Financial Aid section for a more complete description of financial assistance available.

Native Student Counsellor

A native student counsellor is available two days per week on the Chilliwack Campus to assist native Indian students with education, financial, and personal concerns.

Mature Students

Special assistance is available if you are returning to school after long periods at home or work. Topics include confidence building, classroom skills, and coping with family and educational responsibilities.



Job Placement

Student Services coordinates information on government summer employment programs. Counsellors teach job search techniques including resume preparation and interview skills. The Division also coordinates placement of students in government funded work/study projects, and will assist you to find off-campus employment.

Housing

A housing list is maintained to help you find suitable accommodation while attending college. The College has no on-campus housing, nor does it enter into disputes between students and landlords.

Transportation

A car pool information board is maintained on both campuses.

Childcare

A list of local daycare facilities is available. The Country Meadows Day Care Centre is located on McKenzie Road at the Abbotsford Campus and provides care for children aged 3 to 5. Telephone 859-9019.

Student Services Personnel

Dean of Student and College Services; Erling Close, B.Ed. M.Ed. (UBC)
Registrar: Bill Cooke, B.Sc. (McMaster University)
Public Information Officer: Bob Warick, B.A., B.Ed. (Sask.)
Counsellor: Mark Hoffman, B.Sc. (Stanford), Diploma C.S. (Regent), M.A. (U.B.C.)
Counsellor: T.B.A.
Paraprofessional Advisor: Varlene MacLeod, B.A. (UBC)
Paraprofessional Advisor: Sybille Stegmueller
Paraprofessional Advisor: John Oddy, B.A. (U of Pacific) Diploma in Outdoor Recreation Management (Capilano)
Paraprofessional College Activity Coordinator: Lorna Rockwell, Certificate Business Administration (FVC), Diploma in General Studies (FVC)
Registration Staff: Lisa Louko
Registration Staff: Bev Brown
Registration Staff: Pam Keith
Registration Staff: Sharon Milligan
Secretary to the Dean of Student and College Services: Sally Scott
Secretary to Public Information Officer: Nina Racine
Secretary/Receptionist: Robbie Holloway
Secretary/Receptionist: Julie Williams

ADMISSIONS

Fraser Valley College subscribes to an 'open door' policy. This means that entrance requirements are kept to a minimum so that applicants can try college courses, even though they may lack certain formal qualifications such as a high school graduation diploma. Specific admissions requirements are necessary for some programs to ensure a reasonable opportunity for success. The program descriptions in this calendar will tell you if the program you want has special requirements.

Students who wish to enrol in individual career courses within a particular program without enrolling in the program, may apply for a General Career Program. Admissions requirements are grade 12 or age 19 or over.

Students who meet program entry requirements are admitted on a first-come, first-served basis according to the date a completed application is received, provided that a sufficient number of spaces is available.

A special note to foreign students: you must show proof of landed immigrant status before registering for any FVC program.

Any person who does not meet stated admission requirements may petition our Admissions Committee for special consideration.

How to Apply

1. Some programs have special requirements. If the one you want does, then follow its instructions on how to apply.
2. Complete an application form (available from Student Services) and attach all the required documentation. Incomplete applications will be returned.
3. On or after March 2, forward the application to the Registration Office. No applications will be accepted before 2 March.
4. The application will be date-stamped to form a first-come first-served wait list. The Registration Office will acknowledge receipt of the application and advise you of any further requirements. You will also be advised how to register.

ACADEMIC REGULATIONS

Some of the policies the College has established to guide admissions and standards are listed below. For more information about College regulations enquire at Student Services.

Academic Appeal

Students may appeal academic decisions or practices of the College which they would like to have changed. For more information about this procedure, apply to Student Services.

Academic Warning

A student may be required to withdraw from a course or program because of poor academic performance. Before this action is taken, students are entitled to a warning and an opportunity to improve their work.

Advance Placement

For some College courses, a student may demonstrate mastery of a lower-level course and be admitted directly to an upper level course without completing prerequisite or corequisite courses. Advance placement does not give the student credit for courses bypassed, nor does it preclude the necessity of obtaining credit for courses required by other institutions.

Amendment of Permanent Record

A course and accompanying grade may not be deleted from the permanent record.

Attendance

Students are expected to attend scheduled lectures, laboratories, field trips, seminars and examinations unless given instructions to the contrary.

To ensure maximum class size and an opportunity for students on wait lists to occupy vacant seats, students must attend the first meeting of the class or notify the College in advance if they are unable to attend. Students who fail to attend the first class and who do not notify the College in advance may, at the discretion of the instructor, be required to withdraw from the class if there is a waiting list for the class.

Audit

A student may audit a course upon payment of the prescribed tuition. An audit student has attended classes and has participated as a regular class member, but has not completed any or all class assignments or examinations. With the permission of the instructor, a student may be declared an Audit up to the last day of classes. An audit is not a grade as such and is therefore not included in the calculation of the Grade Point Average, but is reported on the official transcript.

Certificates

A student who successfully completes a prescribed College program of more than 10 credits (10 weeks of full-time study or 300 hours) will be granted a certificate on request. A student who completes a prescribed program in Developmental Studies will be granted a certificate on request. For certain programs, this certificate is considered adequate where entrance requirements ask for high school graduation.

Change of Permanent Grades

An instructor may change the grade of a student with the consent of the appropriate director.

Confidentiality of Student Records

Fraser Valley College endeavors to keep student records confidential and away from those who would use them for other than legitimate purposes. Students are entitled to an official transcript of their academic record and to an explanation of any information recorded on it.

Requests for transcripts or other information from a parent, educational institution or community agency will not be honored without written consent of the student.

However, the College will give the following information to the public: whether the student is presently enrolled, confirmation of semesters attended, program and certificate or diploma awarded. Students who do not wish the above information released should complete a Request for Nondisclosure form, available from Student Services.

Course Challenge

Some courses at Fraser Valley College may be challenged for credit. This means that a student who can demonstrate mastery of course objectives may be granted credit without taking the course.

Course challenge is available to students who are currently registered in credit courses at Fraser Valley College, or who have completed one or more credits at the College within the past three academic years. Student Services will provide a list of courses open to challenge.

Course Load — University Transfer

A full course load is normally 5 courses per semester. Students are encouraged to enrol in not more than 5 courses per semester and may not enrol in more than 6 courses without permission of a dean. Some university transfer programs, such as Honors Science, require an overload in first year.

Course Withdrawal

A student is permitted to withdraw from a course at any time. Course withdrawal prior to the seventy-five percent duration point will not be recorded on the official transcript. Course withdrawal after the seventy-five percent duration point will be shown on the transcript.

Credits

The College measures the workload of a student by assigning units of credit to a course program. In general, one credit is defined as the equivalent of one week of full-time study. The credit value of a vocational program is equal to the number of weeks of full-time study required to complete the program. The credit value of a full-time university transfer or career program which extends over one semester will normally be 15 credits. The credits earned by successful completion of a continuing education course may be determined on the basis of one credit for every 30 hours of instruction.

Dean's List

Students with outstanding scholastic records are given special recognition when their names are added to the Dean's List of Distinquished Students.

Definition of a Full-Time Student

A full-time student is enrolled in 60% or more of the standard course load for a given program. A part-time student is enrolled in less than 60% of a standard course load.

Diplomas

A student who successfully completes at least 60 credits of university transfer course work will be granted, on request, a diploma in Liberal Arts and Science.

On successful completion of the minimum requirements of a two-year career program, a student will be granted a diploma in that career program, on request.

On successful completion of 60-credits from any course area, a diploma in General Studies will be granted, on request.

Grades

The grading system at Fraser Valley College reflects a commitment to high academic standards while encouraging students to experiment in course selection.

Grade	Grade Points	Interpretation
A	4.0	Excellent
B+	3.5	
B	3.0	Above Average
C+	2.5	
C	2.0	Average
P	1.0	Pass
NC	0.0	No Credit (Fail)
CR	—	Satisfactory, C or Better
AU	—	Audit
I	—	Incomplete
W	—	Withdrawal after 75% of course duration
WD	—	Withdrawal prior to 75% of course duration (not shown on official transcript)

All grades are reported on statement of grades issued to students at the end of semester.

A 'P' grade does not necessarily permit the student to pursue another course for which the graded course was a prerequisite. A student may find it difficult to obtain transfer credit for a 'P' grade.

A 'CR' grade is a non-competitive grade which means that the work completed is equal to a 'C' or better. Students achieving below the C level will be assigned an NC grade. Students who initially take a course on the CR-NC system may elect to be graded under the regular grading (A to NC) system. This change requires instructor approval and must be confirmed prior to the 75% course duration point.

An 'I' grade means that course requirements have not been fully met. A permanent grade is assigned upon completion of a contract signed by instructor and student. An 'I' grade may also mean that grades have not been received by the Registrar's office.

Grade-point Average

The College calculates grade-point averages and shows them on the official transcript.

Incomplete Grades

An 'I' (incomplete) grade may be assigned by an instructor when a student has not completed all the requirements of a course but does not, in the opinion of the instructor, warrant an 'NC' or other grade. Students given an 'I' grade may earn a passing grade by fulfilling a contract with their instructors to complete certain assignments within a specified time, normally not more than six weeks after the end of a course.

International Baccalaureate

Fraser Valley College recognizes the International Baccalaureate Diploma as equivalent to Grade 12 High School Completion for the purpose of admission to the College and its programs.

Transfer credit and/or advance placement may be granted, if appropriate, for subjects taken at the higher level with grades of five (5) or better.

International Students

Students from countries outside Canada may be admitted to the College if they have obtained status as landed immigrants according to regulations set by the Canadian Employment and Immigration Commission. Since the language of instruction is English, those not proficient in both written and oral English may be ineligible for admission if appropriate preparatory courses are not available.

Late Entry

After 7% of a course is completed, students may enter only with the written permission of the instructor. A Late Registration fee applies. Late entry will not be permitted after 30% of the course is completed except with the permission of the instructor and the appropriate dean.

Placement Examinations

Students may be required to take examinations which will help to determine skill levels and aid selection of courses appropriate to their previous educational backgrounds and abilities.

Prerequisites and Corequisites

A prerequisite is a requirement which must be met before a student enters a course or program. A corequisite is a course which must be taken concurrently with another course if it has not been taken previously. Students who do not have the stated prerequisite or corequisite courses may not register in a course having these requirements without prior permission of the instructor.

Registration — Student Responsibility

Students are responsible for the accuracy and completeness of their registration, and for meeting the stated prerequisites and corequisites of a given course or program.

Repeating a Course

Students may not repeat a course more than once, for credit or for audit, without permission of the appropriate dean or designate.

Reserved Seats

The College may reserve seats in courses for particular kinds of students. Ten days before classes begin students will compete for available seats on an equal, first-come, first-served basis.

Statement of Program Completion

A student who completes a prescribed college course or program of less than 10 credits will be granted, on request, a Statement of Completion.

Transcripts

Students may obtain transcripts of their permanent records by applying to the Student Services office. They cost $1 each.

Transfer Credit

In general, Fraser Valley College will honor credits earned by a student at another post-secondary institution recognized by the College. Official transcripts will indicate the number of credits for which transfer credit is granted but will not show course-by-course equivalence or grades.

Normally transfer credit will not be given for more than 50% of the credits necessary to complete the requirements for a diploma or certificate. Recognition by the College of studies completed elsewhere does not imply, or in any way guarantee, that the transfer credits will be recognized by another institution. Students may be required to complete prerequisites or other requirements for entry into a course or program.

Transfer credit allowed for previous work in a particular subject area does not necessarily excuse the student from meeting these prerequisites.

To apply for transfer credit a student should write to the Registrar and also arrange for a transcript to be sent from the other institution to the Registrar directly.

WHAT DOES IT COST?

Senior citizens	$5.00 maximum non-refundable fee for most courses
Vocational courses	$17.50 per credit (plus 8% Student Society and activity fee). 1 week instruction = credit.
Developmental Study courses	$16.75 per credit (plus 8% Student Society and activity fee). 1 week instruction = 1 credit.
Continuing education courses	Various fees, generally $2.00 per hour of instruction.
University Transfer and Career courses	$21.00 per credit (plus 8% Student Society and activities fee).

Non-refundable deposit on tuition fees

On acceptance into some college programs students are required to pay a non-refundable deposit of $50 which will apply to tuition fees. In the event that students accepted into the program fail to complete their registration and/or fail to pay tuition fees on the prescribed date, the deposit will be forfeited to the College.

Travel subsidy

A travel subsidy of $5 per week is available for students who are enrolled on a full-time basis and who live more than 50 km from a main campus or anywhere in Hope School District. A subsidy of $2.50 per week is available for students who live 30 to 50 km from a main Fraser Valley College campus, or anywhere within the Agassiz-Harrison School District. Apply at Student Services or any regional centre.

Late Registration Fee

There is a Late Registration Fee of $10.00 per course for any registration after the last day to add a course.

Note: Fees listed in this calendar were applicable at time of printing but are subject to change.

FINANCIAL AID

Despite careful budgeting and hard work at summer and part-time jobs, many students still have difficulty saving enough money to complete their post-secondary studies. The college Financial Aid Office is prepared to help needy students locate and acquire the funds needed to continue their education.

Kinds of Assistance

Scholarships — non-repayable grants awarded on the basis of scholastic merit.

Bursaries — non-repayable grants awarded on the basis of financial need.

Work-Study — part-time jobs available to students with financial need.

Conditional Bursaries — loans which become grants when specific conditions are met.

Co-curricular Bursaries — grants provided to students to attend educational conferences related to their F.V.C. courses.

Emergency Assistance — tuition deferrals, bookstore credit and emergency loans.

Loans (including the Canada Student Loan) — financial awards which must be repaid to the sponsor or lender.

Application Procedures and Eligibility

Students interested in applying for bursaries, Canada Student Loans, work study, or emergency assistance, should plan to attend one of the Financial Aid Orientation sessions scheduled during the summer and throughout the school year. The sessions are conducted by the Financial Aid Office and are 2½ hours long. Students attending the sessions are introduced to the philosophy and guidelines governing financial aid, the six assistance programs available at Fraser Valley College, and the application procedures used at Fraser Valley College. Instruction in the completion of British Columbia Student Assistance (Canada Student Loan) forms and all information pertinent to the Canada Student Loan program is provided as well.

Once students attend an orientation session and register with the Financial Aid Office by completing a British Columbia Student Assistance (B.C.S.A.P.) form, they are eligible to receive consideration for:

— up to $105 per week in Canada Student Loan money to cover the cost of books, tuition, transportation, miscellaneous, and room and board **if** they are Canadian citizens (or landed immigrants), B.C. residents, and are enrolled full-time in a post secondary program of studies lasting more than 12 weeks.

— up to $2400 per year in B.C. Student Loan money to supplement the Canada Student Loan.

— up to $600 in Fraser Valley College bursaries if they can demonstrate on a bursary application form that they have financial need but were ineligible for a Canada Student Loan, or did not receive enough assistance under the Canada Student Loan program, or have financial need greater than the maximum assistance available through the B.C.S.A.P. program.

— up to $800 per year in B.C. Government or Vancouver Foundation sponsored work-study salaries to cover costs not recognized under the B.C.S.A.P. program or to offset the lack of summer savings occasioned by the unavailability of summer employment **if** they enrol full-time and submit a work-study application form along with their Canada Student Loan form.

— up to $400 per semester in tuition deferrals (after paying a $65 non-refundable deposit) if their Canada Student Loans and B.C. Student Loans are going to be delayed by the government beyond the normal six-week processing time.

Information and application forms pertaining to the Part-time Student Loan plan, the Adult Basic Education Student Assistance Program, the B.C. Loan Remission Program, and the Post Secondary Scholarship Program, are also available at the Financial Aid Orientation sessions. Orientation schedules are available from the Student Services receptionists. Students should plan to attend a session six to eight weeks before the date that they will actually need funds.

Other Assistance

Fraser Valley College students are advised to watch the bulletin boards outside the Student Services offices for bursary and scholarship postings which become available at different times throughout the year. In many cases, these awards are offered by donors outside the College and, therefore, students must contact the donors directly. In all cases, award postings will carry all the information necessary to the application process.

Scholarships sponsored by Fraser Valley College are administered by the College Awards Selection Committee and are usually advertised in March and April each year. Most scholarships are awarded automatically, in recognition of advanced academic standing, or on the basis of faculty recommendations. However, a few scholarships require applications to be submitted to the College Awards Selection Committee. Details concerning application procedures can be obtained from the scholarship postings or from the chairman, College Awards Selection Committee, Student Services Division, Fraser Valley College.

COLLEGE ACTIVITIES

Totem College Athletics

As a member of the Totem College Athletic Association, College varsity teams compete in league play against other provincial colleges. Currently the College has teams for men's and women's basketball, badminton and curling.

To participate in a varsity sport you must be a registered full-time student in any credit program area.

College Band

Under the direction of a music coordinator, the College has organized a band program for students, faculty and staff. The group practises once a week and performs at various special events.

Intramurals

If you enjoy team sports at a non-competitive level you can participate in intramural sports such as badminton, volleyball, indoor soccer and softball. These sports are open to all students, staff and faculty.

Every fall and spring, Activities Days are held so you may sign up for these and other activities. Organization of activities and teams is done primarily by the college activity coordinator in consultation with the Student Society.

As the College does not have its own gymnasium, many sports are scheduled during the evening in local secondary school gyms and community recreation centres.

The College Theatre Department

Produces a season of theatre. Season tickets can be purchased from the Theatre Department. All FVC students, faculty and staff are welcomed to audition for roles in the plays or to work backstage as part of the production team. Contact the Theatre Department (local 431) for more information.

For More Information

The college activity coordinator has offices at both Chilliwack and Abbotsford and is available to help students who wish to organize other recreational and social activities.

STUDENT SOCIETY

The moment you enrol at Fraser Valley College in a credit course you automatically become a member of the Student Society.

The Fraser Valley College Student Society is registered as a non-profit corporation, and its purpose is to provide students with services, supplementary social-cultural activities and, most importantly, a political voice. The Society is run by students, and students control the direction and activities of the organization.

The College Board, administration and staff recognize the Student Society as the legal representative of the student body at the College, and as a result seek its advice in matters of concern to students.

The Society has an elected Executive Council which is primarily responsible for representing students in all dealings with the College Board, administration and all outside organizations.Student Society Campus Councils at Chilliwack and Abbotsford are primarily responsible for providing services, activities and a voice for students in their respective regions.

Services provided by the Society include Friday afternoon pubs, a student newspaper, dances, activities at regional centres, a speakers' program, film program and financial assistance for student clubs.

All students are welcome at all Student Society meetings. It's a good idea to try to attend at least a couple of these (times are posted well in advance) to become acquainted with their operation.

There is also an annual general meeting at which the executive presents a report of Society activities during the past year and asks for approval for the following year's budget.

Ombudspersons (one for the East Region and one for the West Region) are elected each year by students to handle all student complaints concerning the faculty, administration, or Student Society. They will assist students who have grievances against the College or Student Society and will also help in the preparation of any appeals by students. The ombudspersons are entitled to access to all files, financial reports and business records of the Student Society. In certain circumstances they have the power to call special general meetings at the request of a majority of the students at the meeting.

The Student Society also contributes a substantial amount to the Intercollegiate and Intramural Sports programs of the College.

For further information on the Student Society contact your campus council at its office in Chilliwack or Abbotsford.

LEARNING RESOURCES CENTRES

Each campus of Fraser Valley College is served by an attractive Learning Resources Centre (LRC) with a collection of 40,000 up-to-date study, reference and information materials.

In addition to books, the Learning Resources Centres also have magazines, newspapers, pamphlets, government publications, films, slides, tapes, videotapes, microcomputer programs, and more.

Instructional Media Services are a part of the Learning Resources Centres. A wide range of equipment, including film projectors, cassette recorders, video players and overhead projectors, may be booked for classroom presentations or for use in the LRC.

The LRC staff teach orientation and research skills classes to all first-year English and Communications students, as well as to many other classes whose students are required to do research in the LRC.

Individual help on research assignments, term papers, book reports or class presentations is also available by asking at the reference desk or circulation area.

A do-it-yourself computer on-line searching service is available to all faculty, staff and students as well as local community members.

Access to the library collections of all the universities and colleges in B.C. is available through the LRC. A record of these collections is kept on microfiche.

Student identification cards are the LRC's library cards and must be presented whenever material is checked out. Most material may be borrowed for two weeks.

Community borrower cards are issued free of charge to members of the general public who wish to use the LRC facilities and resources.

East Campus (Chilliwack)

Phone: 792-0025

Hours of service — Library and Instructional Media Services:

Winter — 8:30 a.m. to 9:00 p.m., Monday to Thursday
8:30 a.m. to 4:30 p.m., Friday

Summer — as posted

West Campus (Abbotsford)

Phone: 853-7441

Hours of service — Library

Winter — 8:30 a.m. to 9:00 p.m., Monday to Thursday
8:30 a.m. to 4:30 p.m., Friday

Summer — as posted

Hours of service — Instructional Media Services

Winter — 8:00 a.m. to 8:00 p.m., Monday to Thursday
8:00 a.m. to 4:30 p.m., Friday

Summer — as posted

Learning Resources Centre Personnel

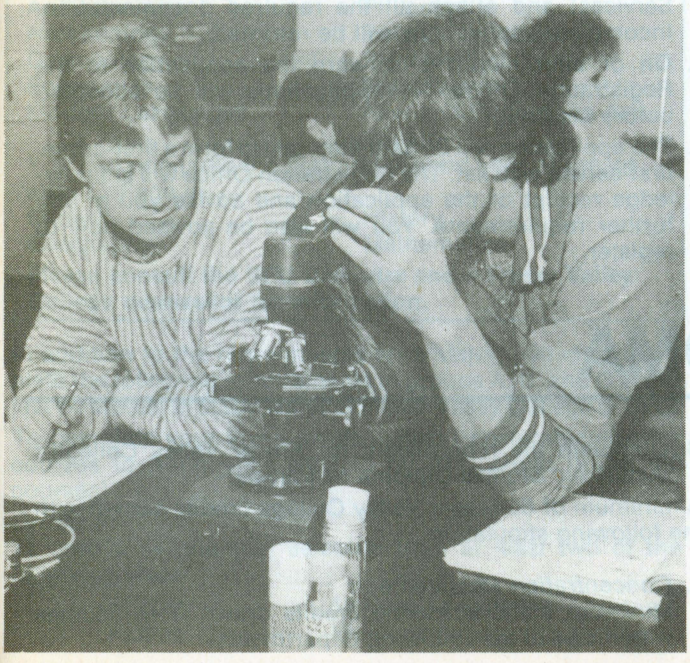
Director: Winifred E. Harris, B.A. (Carleton), B.L.S. (Toronto)
Administrative Assistant: Anne Andres, B.A. (UBC), Dip. Lib. Tech. (FVC)
Public Services Coordinator: Anne Knowlan, B.A. (UBC), B.L.S. (Toronto)
Technician-in-Charge, Abbotsford: Barbara Pinkiewicz
Library Technician, Abbotsford: Eva Korelus
Library Technician, Abbotsford: Laura Unger
Technician-in-Charge, Chilliwack: Jean Williams
Library Technician, Chilliwack: Kathy Davis
Library Technician (half-time), Chilliwack: Diane Nosaty, Dip. Media. Res. (Capilano)
Public Services Librarian (half-time): Judy Inouye, B.A., M.L.S. (UBC)
Technical Services Coordinator (half-time): Judy Inouye, B.A., M.L.S. (UBC)
Library Technician (Cataloguing): Jenny Walters
Library Technician (Acquisitions): Niina Mitter, B.A. (Hons.) (Calcutta), B.A. (SFU)
Library Assistant (Processing) (half-time): Teresa Zurowski
Media Coordinator: Gary Karlsen, B.A. (SFU), M.Ed. (UBC)
Media Technician-in-Charge: Richard Heyman, Dip. Media Res. (Capilano)
Media Technician (half-time), Chilliwack: Diane Nosaty, Dip. Media Res. (Capilano)
Media Reservations Assistant: Lori Moren

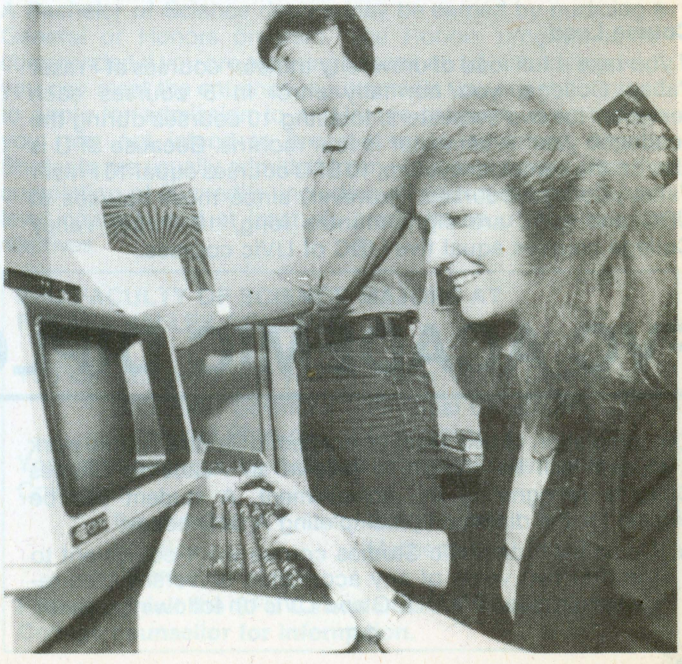
ACADEMIC STUDIES

(University Transfer)









Academic Studies
The academic Studies program at FVC offers students the opportunity to receive courses with high academic standards taught by faculty fully committed to teaching. Classes are generally smaller than those at universities and students benefit from a high level of student/faculty contact. The Academic Studies offer includes a two year Academic Studies Diploma and university transferable courses designed to give students the equivalent of the first two years of university study.

UNIVERSITY TRANSFER

Fraser Valley College offers first- and second-year Academic Studies transferable to Simon Fraser University, the University of British Columbia and the University of Victoria.

The credits you earn in the Fraser Valley College University Transfer program are often accepted by other post-secondary institutions in British Columbia and elsewhere.

Please note:
If you plan to continue your education at another post-secondary institution, you should make yourself fully aware of its requirements. Consult a college counsellor for assistance.

University regulations vary with respect to transfer of credits from provincial colleges and institutes. However, the following guidelines generally apply:

1. No grades less than C are assured of credit.
2. A cumulative grade-point average of at least 2.0 is required.
3. Credit may not be granted for courses passed if the semester grade-point average is less than 2.0.
4. Students usually must have completed a full first year (30 credits).
5. Students may not normally transfer more than 60 credits. However, some programs, such as Honors Science at UBC, require a heavier course load, and in those cases additional credits may be transferred.
6. Since some institutions wish to include all courses attempted when the grade-point average is calculated, both may be requested when you apply for admission.

Course Load
If you take a full load of university transfer courses at Fraser Valley College, you normally enrol in 5 courses each semester for two semesters, totalling 10 courses during the academic year. A semester is four months. Because SFU is also on the semester system, 10 SFU courses equal 10 Fraser Valley College courses. However, since most courses at UBC and UVic are eight months long, 10 Fraser Valley College courses equal five UBC of UVic courses.

Since university transfer courses are demanding, you are strongly urged to adjust your course load to your academic ability, study habits, and time commitments. You are not encouraged to enrol in more than 5 courses each semester. Special permission is needed to undertake more than 6 courses.

Fees
The per credit fee is $21 plus 8% Student Society fee. The typical University Transfer student will spend approximately $1200 for one year at Fraser Valley College ($400 each for the fall and winter semesters and $400 for books). Actual fees are determined by the specific courses selected. Part-time students will spend proportionately less depending on their course load.

Note: Fees listed were applicable at time of printing but are subject to change.

Generally, you can become a Fraser Valley College University Transfer student if you have completed the stated prerequisites and are:

1. a secondary school graduate or equivalent, **or**
2. 19 years of age or older.

How to Apply
1. Complete an application form (available from Student Services) and attach all the required documentation. Incomplete applications will be returned.
2. **On** or **after** March 2, forward the application to the Registration Office. No applications will be accepted before March 2.
3. The application will be date-stamped to form a first-come, first-served wait list. The Registration Office will acknowledge receipt of the application and advise you of any further requirements. You will also be advised how to register.

FVC ACADEMIC DIPLOMA

On completion of two years of Academic Studies course work a student will be eligible to receive an Academic Studies Diploma recognizing the achievement. A student can be eligible for the diploma by completing A or B below:

A. Complete Academic Studies course work equivalent to the first two years of any accredited university (see requirements for SFU, UBC and UVic on following pages).

OR

B. Complete the requirement for Fraser Valley College's Academic Studies Diploma as follows:

A minimum of 60 Fraser Valley College credits earned with the following stipulation:

1. *Concentration Requirement:*
Minimum of 30 academic credits drawn from courses within **one** of the following departments:

Humanities (eg. university transferable courses in Studio Arts),
Social Sciences (eg. university transferable courses in Criminology and Social Services),

Natural Sciences

2. *Depth Requirement:*
Minimum of 12 credits drawn from 200-level Academic Studies courses.
3. *Literacy Requirement:*
Some English or Communications Course work (see University Transfer Kit).
4. *Reasoning Requirement:*
At least one of the following courses:
Philosophy 100, Math 103, Math 101 or Math 111
5. *Natural Science Requirement:*
At least two courses drawn from the disciplines of Physics, Chemistry, Biology or Geography 101 and/or 102.
6. *Distribution Requirement:*
At least two courses drawn from any two of the following four groups: (minimum of four courses)
A. Second Language
B. Literature and the Arts
C. History, Philosophy and Social Science
D. Canadian Studies

See University Transfer Information Kit for course details.

7. A minimum grade point average of 2.00

In order to receive an Academic Studies Diploma students who think they have met the requirements of either A or B above should file an 'Application for Graduation' with the Registration and Records office.

SIMON FRASER UNIVERSITY

Telephone: *Academic Advising — 291-4356*
Admissions — 291-3224

Fraser Valley College offers transfer programs for most Simon Fraser undergraduate studies. These programs include:

Arts	Interdisciplinary Studies
Education	Science

Faculty of Arts

A Bachelor of Arts degree may be earned by pursuing a General or Honors program. The Honors program is recommended for students planning to seek advanced degrees.

To obtain a B.A. degree, you must (a) fulfill the general requirements of the Faculty of Arts and (b) fulfill the specific requirements for a major in one of the departments of the Faculty.

SFU FACULTY OF ARTS MAJORS AT FRASER VALLEY COLLEGE

You can complete the first year at Fraser Valley College in:

Anthropology	Philosophy
Archaeology	Political Science
Criminology	Psychology
Economics	Sociology
Modern Languages	Fine and Performing Arts - Theatre

You can complete the first and second year at Fraser Valley College in:

English	History
Geography	Mathematics

Please consult the SFU Calendar and a Fraser Valley College counsellor for information.

In addition to the requirements for a Major, you must complete the following requirements in groups A, B, and C in the first 60 credits of study either at Fraser Valley College or SFU:

To complete your lower levels, select transferable elective courses to bring your total to 60 SFU credit hours (20 courses).

Group A:
12 credits (4 courses) selected from at least two of the following areas:

English	Modern Languages
History	Philosophy

Note: FVC English 100 does not meet Group A requirement.

Group B:
12 credits (4 courses) selected from at least two of the following areas:

Anthropology	Political Science
Economics	Psychology
Human Geography	Sociology

Group C:
2 courses selected from:

Biology	Physical Geography
Chemistry	Physics
Mathematics	

Note: Limited substitutions are possible. See a counsellor for more information.

Faculty of Science

A Bachelor of Science degree may be earned by pursuing a General or Honors program. The Honors program is recommended if you are planning to seek an advanced degree. If you can meet the entrance requirements you are encouraged to apply for admission to an Honors program, even though you may not intend to proceed to an advanced degree. Students are usually admitted to an Honors program after the completion of 60 credits, including all prerequisites for upper level courses, and at least six credit hours of non-science electives.

SFU FACULTY OF SCIENCE MAJORS AT FRASER VALLEY COLLEGE

You can complete first year at Fraser Valley College in:

Biological Sciences	Physical Geography
Chemical Physics	Chemistry

You can complete the first two years at Fraser Valley College in:

Biochemistry	Mathematics
Physics	Mathematical Physics
Chemistry	

Please consult the SFU Calendar and a Fraser Valley College counsellor for information.

Faculty of Education

The SFU Faculty of Education offers a 12-month Professional Development Program (Teacher Training), six months of which are spent in schools. The remaining six months are devoted to education to fulfill requirements towards an Arts, Science or General Studies degree.

The teacher preparation program can be taken in various ways. You may wish to:

1. take the Bachelor of Education (B.Ed.) degree which includes the Professional Development Program (PDP);
2. complete a B.A. or B.Sc. degree and then the PDP; or
3. take part of the work towards one of these degrees, complete the PDP, and later complete the degree.

The B.Ed. program leads to a teaching career in either elementary or secondary schools, and is ten semesters. Prospective elementary teachers should major or minor in subjects widely taught in elementary schools. It is also required that these students include one Canadian History, one Canadian Geography, one General Science and one Math Course in their first four semesters. Prospective secondary teachers should major in one, or minor in two, subjects widely taught in secondary schools. All students must take two English courses.

Note: FVC English 100 does not meet this requirement.

Since the PDP forms part of the B.Ed. degree requirements, admission to the degree program cannot be confirmed prior to acceptance in the PDP. Students are advised, therefore, to fulfill requirements at the lower levels for the B.A. or the B.Sc. as well as for the B.Ed.

Prospective elementary teachers must have completed their lower levels (at least 60 SFU credit hours) prior to enrollment in the PDP. Prospective secondary teachers must have completed seven semesters (at least 105 SFU credit hours) prior to enrollment in the PDP.

Faculty of Engineering Science

Students can complete many of the Engineering Science program's basic science course requirements at Fraser Valley College. However, space in the second year of the SFU Engineering Science program is limited. **Please consult a Fraser Valley College counsellor for information.**

Computing Science

You can complete the first year of SFU Computing Science. **Please consult the SFU Calendar and a Fraser Valley College counsellor for information.**

Faculty of Business Administration

Students can complete the first year and part of the second year of the SFU Business Administration degree. **Please consult a Fraser Valley College counsellor for information.**

UNIVERSITY OF BRITISH COLUMBIA

Telephone: *Counselling — 288-3811*
Admissions — 228-3014

Fraser Valley College offers transfer programs for most University of British Columbia undergraduate studies. These programs include:

- Agricultural Sciences
- Applied Science (Engineering)
- Pre-Architecture
- Arts
- Commerce and Business Administration
- Pre-Dentistry
- Education
- Fine Arts
- Forestry
- Home Economics
- Pre-Law
- Pre-Librarianship
- Pre-Medicine
- Pharmaceutical Sciences
- Physical Education and Recreation
- Rehabilitation Medicine
- Science
- Social Work

Faculty of Arts

Science Requirement

To qualify for a Bachelor of Arts degree, your program must include two Fraser Valley College courses in science (which may include mathematics or physical geography). Honors students, especially those in English and History, should try to satisfy their science requirement within the first two years.

English Requirement

You must complete two Fraser Valley College courses in literature in addition to two Fraser Valley College English courses at the 100 level. This requirement can be met by taking two English courses at the 200 level in your second year, or Russian 251 and 252.

All transfer students are required to take a diagnostic composition test at UBC. Those who fail are required to take a non-credit composition workshop.

Language Requirement

Students with French 11 and French 12, or the equivalent in a foreign language, have met the language requirement of the Faculty of Arts. Students with French 11 or the equivalent in a foreign language must take one more year of that language at the post-secondary level. Students lacking French 11 and French 12, or the equivalent in a foreign language, must take two years of a language other than English at the college or university level. It is not mandatory to take a language in first year but the requirement must be completed by the end of the third year.

UBC FACULTY OF ARTS MAJOR AT FRASER VALLEY COLLEGE

You can complete first year at Fraser Valley College in:

- Classics
- Creative Writing
- Economic History
- Economics
- Linguistics
- Medieval Studies
- Psychology
- Religious Studies
- Slavonic Area Studies

You can complete first and second year at Fraser Valley College in:

- Anthropology
- Archaeology
- Canadian Studies
- English
- Fine Arts
- French
- Geography
- Germanic Studies
- History
- International Relations
- Mathematics
- Philosophy
- Political Science
- Sociology
- Theatre

Please consult the UBC Calendar and a Fraser Valley College counsellor for information.

Faculty of Science

To qualify for a Bachelor of Science degree, a student usually completes four years of study for a total of at least 60 UBC units. At least 36 UBC units must be completed in science courses. At least nine UBC units in arts are required: first-year English plus at least six more UBC units.

Students who plan to undertake Masters or Doctoral degrees in science are advised that many graduate schools require proficiency in languages other than English.

FACULTY OF SCIENCE MAJORS AT FRASER VALLEY COLLEGE

You can complete the first year at Fraser Valley College in:

- Astronomy
- Biochemistry
- Botany
- Chemistry
- Computer Science
- Geography
- Psychology

You can complete first and second year at Fraser Valley College in:

- Biology
- Microbiology
- Chemistry
- Oceanography
- Marine Biology
- Physics
- Mathematics
- Zoology
- Physiology

Please consult the UBC Calendar and a Fraser Valley College counsellor for information.

Faculty of Education

Elementary (5 years)

UBC requires that you complete three academic years of university level studies before admission to their two year teacher education program. These three years of pre-education include background in the subjects of the elementary school curriculum. Consult a counsellor for specific requirements.

Secondary (5½ to 6 years)

UBC requires that you complete a Bachelor's degree (4 years) in one or, preferably, two teaching subjects; then complete 12 to 16 months of teacher education in the Faculty of Education.

Please consult a Fraser Valley College counsellor for information.

Other Faculties

The following UBC programs can also be taken at Fraser Valley College.

Agriculture
First year of B.Sc. (Agriculture)

Applied Science
The UBC Applied Science Program (Engineering) is under review. Please consult a Fraser Valley College counsellor for information.

Commerce and Business Administration
One-year Pre-Commerce.

Dentistry
Two-years Pre-Dentistry

Forestry
One-year Pre-Forestry.

Home Economics
First year of Home Economics.

Medicine
Two years Pre-Medicine.

Rehabilitation Medicine
First year of Rehabilitation Medicine.

Pharmaceutical Sciences
One year Pre-Pharmacy

Physical Education and Recreation
First year of Physical Education or Recreation.

UNIVERSITY OF VICTORIA

Telephone: *Main Switchboard — 721-7211*

Fraser Valley College offers transfer programs for most University of Victoria undergraduate studies. These programs include:

- Arts & Sciencs
- Fine Arts (Visual)
- Child Care
- Pre-Law
- Education
- Social Work

Faculty of Arts and Sciences

Each of the Honors, Major and General programs requires a minimum of 60 UVic units of course work. Twenty-one UVic units must be at the third- or fourth-year level.

First Year: 10 Fraser Valley College university transfer courses (15 UVic units).

1. Two Fraser Valley College English courses at the 100 level.
2. Not more than six Fraser Valley College courses from any single department.
3. At least two Fraser Valley College courses from each of two other departments.

Second Year: 10 Fraser Valley College university transfer courses (15 UVic units).

1. Not more than eight Fraser Valley College courses from any single department.
2. At least two Fraser Valley College courses from another department.

Introductory courses related to your major must be included in the first and second years of study.

UVIC ARTS MAJORS AT FRASER VALLEY COLLEGE

Fraser Valley College offers first year in:

- Anthropology
- German
- Economics
- Psychology
- French
- Sociology
- Theatre

Fraser Valley College offers first and second year in:

- English
- Philosophy
- Geography
- Political Science
- History

Please consult UVic Calendar and a Fraser Valley College counsellor for information.

UVIC SCIENCE MAJORS AT FRASER VALLEY COLLEGE

You can complete first year at Fraser Valley College in:

Biochemistry	Mathematics
Biology	Microbiology
Computer Science	Physics
Chemistry	Psychology

You can complete first and second years at Fraser Valley College in:

Geography
Chemistry

Please consult UVic Calendar and a Fraser Valley College counsellor for information.

Faculty of Education

Students can transfer from Fraser Valley College to UVic but must seek prior approval from UVic's Education Advising Centre.

Please consult a Fraser Valley College counsellor for more information.

Faculty of Engineering

The University of Victoria is offering a four-year Engineering degree.

Please consult a Fraser Valley counsellor for more information.

Faculty of Fine Arts

You can complete first year at Fraser Valley College in:
Theatre

You can complete first and second year at Fraser Valley College in:
Art History

Please consult UVic calendar and a Fraser Valley College counsellor for more information.



ACADEMIC PROGRAMS AT FVC

ANTHROPOLOGY

Today many people are questioning our way of life and looking for ways to change it. As a result, they are looking to other societies for solutions to our problems; for example, to Eastern religions and to North American Indians.

Anthropology is a way of seeing possible changes for our society by comparing it with others. A look at life in a Pueblo village might help us deal with the problems of life in cities. A look at the belief in gods and ghosts on the Pacific Island of Ifaluk helps clarify the pros and cons of becoming more or less religious.

Anthropology has three major parts. In physical anthropology we study human origins by looking at the apes, monkeys, other mammals and the record of fossils. In archaeology we study past societies by excavating what they left behind. In cultural anthropology we investigate ways of life (such as those of African tribesmen or Balinese peasants) quite unlike our own.

At Fraser Valley College, you will learn what anthropologists do (such as excavating archaeological sites) and what they have discovered about other societies and our own.

Note:
For courses numbered below 100, see the Developmental Studies section of the calendar: College Preparatory Programs.

Anthropology 101:
Introduction to Physical Anthropology and Archaeology *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Physical anthropology is the study of human evolution. It includes our relationship to the other animals and the origin of physical and behavioral traits which together make man distinct — a large and complex brain, upright posture, tool making, symbolic language, sharing. Included also is the study of human diversity — the origins and importance of racial differences. Archaeology is the reconstruction of past ways of life, from the earliest hunters to the pyramid builders of Egypt and Central America. You will learn how evolution and past lifeways are studied.

Anthropology 102:
Introduction to Social and Cultural Anthropology *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

The customs of other people (e.g., the potlatch, tribal warfare) often seem weird and irrational to us. But are they really? People around the world have different ways of solving the basic human problems of making a living, organizing, raising children and dealing with the supernatural. Learning about different societies (African pygmies, the Inuit, the Balinese) and how anthropologists study them can help in understanding our own customs.

Anthropology 111:
Indians of British Columbia (Traditional Life) *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A survey of traditional Native life in British Columbia, including technology, economy, law and decision making, family organization, religion, art and the changes brought about by European settlement.

Anthropology 112:
Indians of British Columbia (Contemporary Issues) *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course considers 19th and 20th Century Indian history and issues of importance to Native people today, including land claims, Indian status, community development, education and political action.

Anthropology 120:
Culture and Environment *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

The world is said to be facing an environmental crisis — one of overpopulation, overpollution and overuse of energy and natural resources. Is this so? Is it because Canada and the other industrialized nations are out of tune with their environments? This course seeks to answer these questions by looking at the relationship between people and their environment in our own society and in those of hunters and gatherers (like the James Bay Cree) and tribal agriculturalists (like the Tsembaga of New Guinea).

Anthropology 210:
Social Organization *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Anthropological approaches to, and the examination of, the structures of social relations in non-industrial societies, with emphasis on kinship and social organization among North American Indians, Australian Aborigines, and other indigenous populations.

Anthropology 220:
Culture Change *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course examines how and why societies change. A great deal of attention is presently given to the problems of the underdeveloped world. In this course we look at the nature of culture change in the third world by considering specific case studies from Latin America. As such, the course will be of interest to anybody concerned with the present and future of the world's poorest inhabitants. In certain years the course may consider a wide range of theoretical explanations of culture change that are relevant to developing and developed countries.

Anthropology 230:
Religion and Culture *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A comparison of religions of the Western and Eastern civilizations (Christianity, Buddhism, etc.) with those of tribal peoples (e.g., Inuit, Hopi) with the object of answering such questions as "What is religion? What does religion do for a society? What does religion do for individuals? and What is the place of religion in today's world?" Subjects include magic, myth, ritual, curing and witchcraft.

Anthropology 240:
Introduction to Archaeology *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to archaeological concepts and techniques, and an examination of the archaeological record of early societies throughout the world. Special emphasis will be placed on understanding the archaeological record of British Columbia.

Faculty

David Wyatt, B.A. (Washington), M.A., Ph.D. (Brown)
Douglas R. Hudson, B.A. (UVic), M.A. (McMaster), Ph.D. (Alberta)
Colin Ridgewell, B.Sc. (Southampton), M.A. (SFU)

APPLIED ARTS - STUDIO COURSES

Many courses offered in Fine Arts are transferable to the universities of British Columbia but students intending to seek entry to a Bachelor of Fine Arts program should consult the Transfer Guide, a counsellor and Fine Arts faculty for help in course planning. Requirements and transfer arrangements differ considerably from university to university.

Students wishing to proceed to a B.F.A. program should bear in mind the importance of a portfolio in the selection of applicants. A good portfolio may also enable you to gain transfer to schools of fine art which are not mentioned in the Transfer Guide.

Fine Arts 111:
Drawing I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic, determined by portfolio

An introduction to all drawing media. The course includes still-life basic human anatomy, portrait, draped and undraped figure, perspective and composition.

Fine Arts 112:
Life Drawing II *3 credits*

Prerequisites: FA 111, or permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

An opportunity for further experience in all media, both dry and wet, as well as color, the course includes object drawing, life drawing and a further study of human anatomy, skeleton and muscles. A continuing study is made of the draped and undraped figure and gesture as related to emotion, character and theme. Special consideration is given to instinctive rendering and interpretation.

Fine Arts 121:
Painting I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic; determined by portfolio

An introduction to painting in all common media — pastels, watercolors, acrylic paints and oil paint — on various grounds such as board, paper and canvas. Color scale, tones, light, materials, and pictorial composition are the main elements of the course.

Fine Arts 122:
Painting II *3 credits*

Prerequisites: FA 121, or permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

An opportunity to investigate aspects of classical and modern oil painting, watercolors and tempera painting as well as the imaginative use of new materials. An advanced study of light and tones, emotional influences, color, perspective, figure and landscapes in pictorial composition are included in the course. You will develop your own mode of visual expression.

Fine Arts 131:
Sculpture I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic; determined by portfolio

An introduction to plastic and structural sculpture, designed to develop three-dimensional perception and creative ideas into three-dimensional forms i.e. mass and volume. The course includes practical exercises in clay. Emphasis is on modelling the human figure.

Fine Arts 132:
Sculpture II *3 credits*

Prerequisites: FA 131, or permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

An opportunity for further modelling and for the investigation of classical and contemporary principles and techniques. A continuing study of human anatomy.

Fine Arts 141:
Ceramics I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic; determined by portfolio

Basic handbuilding techniques, pinch, coil, slab and combinations. Introduction to clay, its origins and chemistry. Lectures on clay types and clay bodies. Drying and firing of clays. Use of engobes, underglaze colors, slips and oxides. Glaze theory, mixing, application. Introduction to throwing on the wheel. Firing techniques. Slides: contemporary and historical pottery.

Fine Arts 142:
Ceramics II *3 credits*

Prerequisites: FA 141, or permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

Further instruction in basic ceramic processes, handbuilding and wheelwork. Mixing of various clay bodies and glazes. Surface treatment and glazing techniques. Loading and firing of electric kilns both glaze and bisque. Raku: mixing of clay and glazes, 'raku' firing techniques and procedures. Slides: contemporary and historical pottery.

Fine Arts 151:
Graphics & Printmaking I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic; determined by portfolio

An introduction to printmaking techniques: stencil, relief, intaglio and planographic. The course includes study and use of equipment, materials and tools. Demonstration of printmaking methods during which history of graphic arts will be conducted. Basic training on the graphic image making monoprinting, dry point, engraving, wood and lino cut, embossing and collage (collagraph) will be conducted. It is, as well, an introduction to many-color printmaking and edition.

Fine Arts 152:
Graphics & Printmaking II *3 credits*

Prerequisites: FA 151, or permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

An opportunity for further training in printmaking media with emphasis on graphic concept and design, chemistry and press operations. The major emphasis is on intaglio techniques, etching, aquatint, deep etch and combined process as well as many-color printing. Chemistry of the inks and papers, as well as the presentation are included.

Fine Arts 163:
Basic Design for Fashion I *3 credits*

Prerequisites: none
Transferablity: Determined by portfolio

An introduction to basic design with an emphasis on the Bauhaus curriculum as applied to Fashion Design.

Fine Arts 164:
Basic Design for Fashion II *3 credits*

Prerequisites: Permission of instructor
Transferability: UBC, SFU, UVic; determined by portfolio

Instruction is given in techniques using elements of balance, harmony, color and form. Practical design exercises will be expected to be done in class, taking from the source of inspiration to a finished product.

Fine Arts 212:
Illustrative Drawing *3 credits*

Prerequisites: FA 211, or permission of instructor
Transferability: UVic

An advanced course in drawing techniques, including the illustrative element in the composition. Emphasis will be placed on reflections and 'the artist as a visual reporter'. Movement and expression, concept and identity in a series of studies are the major elements enriching the main portfolio.

Fine Arts 221:
Life Painting III *3 credits*

Prerequisites: FA 122, or permission of instructor
Transferability: UBC, SFU

An advanced study of traditional and new materials used on still-life, landscape, portrait and figure. Major emphasis on pictorial composition, concept and interpretation with watercolors, acrylic and oil paints.

Fine Arts 222:
Life Painting IV *3 credits*

Prerequisites: FA 221, or permission of instructor
Transferability: UBC, SFU, UVic

An advanced study of contemporary pictorial compostition involving color sketches and studies to enhance dimension and interpretation. Emphasis is placed on coloristic value, concept and painting techniques, used to express one's own aesthetic and personal temperamental uniqueness.

Fine Arts 231:
Sculpture III *3 credits*

Prerequisites: FA 132, or permission of instructor
Transferability: UBC, SFU

Sculptural composition and its relationship to architecture and environment. Molding techniques, sculptural casting in concrete and metals are included. Emphasis on modelling human figures.

Fine Arts 232:
Sculpture IV *3 credits*

Prerequisites: FA 231, or permission of instructor
Transferability: UBC, SFU, UVic

An exploration of advanced sculptural problems. The stress will be on the concept, interaction and interchangeability of mass and space, on personal expression, and on imaginative composition, adaptation to the particular material, and the method of using it. Modelling of human figure.

Fine Arts 241:
Sculptural Ceramics III *3 credits*

Prerequisites: FA 142, or permission of instructor
Transferability: UBC, SFU

Continued instruction in ceramic processes, wheelwork and handbuilding, and combinations of both. More advanced glaze theory and glaze mixing. Students will be expected to mix clays and glazes, and to load and fire all kilns. Students will be encouraged to develop a personal style in their work and will work on individual projects.

Fine Arts 242:
Ceramics IV *3 credits*

Prerequisites: FA 241, or permission of instructor
Transferability: UBC, SFU, UVic

An advanced course in ceramic processes. Wheelwork, handbuilding, and combinations of both. Continued experimentation with various glazes and surface treatments. Advanced experimentation with the mixing of various clay bodies and further study of firing techniques. Students will be working on individual projects.

Fine Arts 251:
Graphics and Printmaking Techniques III *3 credits*

Prerequisites: FA 152, 112 or 121, or permission of instructor
Transferability: UBC, SFU

A continuing advanced study of the planographic method, history, chemistry, procedures and its artistic application. The major emphasis is on stone lithography, old and new techniques, chemistry of color printing, transfers and edition.

Fine Arts 252:
Lithography and Production *3 credits*

Prerequisites: FA 251, or permission of instructor
Transferability: UBC, UVic

An advanced study of metal (aluminum) lithography as a most contemporary graphic art procedure for artistic expression and production. Major emphasis is on hand and photo transferring methods, chemistry of the negative-positive plates, wipe-on methods, many-color registration and edition. The aim is to develop a knowledge of the most modern processes and a sensitive aesthetic awareness.

Fine Arts 281:
Three-Dimensional Design I *3 credits*

Prerequisites: none
Transferability: SFU, UVic

An introduction to the basic three-dimensional design concept, with emphasis on the Bauhaus curriculum and its application.

Fine Arts 282:
Three-Dimensional Design II *3 credits*

Prerequisites: none
Transferability: SFU, UVic

An advanced study of design principles in modern sculpture. Focuses on involvement in exploratory work and expression through designing and execution of several major three-dimensional structures.

Fine Arts 293:
History of Costume and Costume Design *3 credits*

Prerequisites: none
Transferability: UBC

An introduction to the practical problems of designing costumes. This course will cover the work of the designer in studying the history of the design concept, selecting fabric, meeting performers' needs and other elements. One text will be used and costumes will be designed for at least three media: a stage play, an opera, a musical or a ballet. Historical costume, dress of the near and far East and European fashion will be included.

In addition to those credits in the Transfer Guide, students may apply to the Faculty of Education at the University of British Columbia for credit in Fine Arts Education and the Emily Carr School of Art. A decision on such an application is made by UBC and Emily Carr solely on the basis of the portfolio submitted.

Faculty

Janina Jakobow, B.A. (Peking) F.M.A. Training (Paris)
Mircho Jakobow, B.A. (Sofia) M.F.A. (Peking)
Kathleen Hamilton, Vancouver School of Art Diploma, B.Ed. (UBC)
Gilli Rice, Darby and District College of Art & Technology (England) Diploma
Andrew Wong, B.Sc., M.A. (Bowling Green University), B.F.A. (UBC)
Marcella Corwin, B.A. (Cal. State, Fullerton)
John Weaver, Diploma Art Institute of Chicago, LLD (University of Alberta)



ART HISTORY

"Artistic activity begins when man finds himself face to face with the visible world as with something immensely enigmatical . . . In the creation of a work of art, man engages in a struggle with nature not for his physical but for his mental existence."

Conrad Reidler

Too often people feel distanced from the 'fine arts' due to the social mystique that has grown around them. Art, however, is a visual language that surrounds us daily in the gas station or in the gallery. In modern images we embody our present understanding of the world; in the past other cultures used other images in this same way. The visual arts are not meant to be obscure, their meaning is not intentionally hidden. We must, however, become familiar with its vocabulary of forms before we can fully appreciate what art says. It is not necessary to be an artist in order to enjoy and appreciate art — appreciation is contingent only upon an interest, a willingness to participate, and a wish to understand.

The College offers courses designed to fulfill two purposes: to develop a visual literacy that will engender an understanding and appreciation of visual arts, and to provide a background for those interested in general arts programs.

Art History 101:
History of Western Art to 1600 *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This is an introduction to art history designed to enable students to acquire knowledge, understanding and appreciation of art and architecture from cave paintings to the renaissance, and the manner in which art reflects culture. Gallery visits supplement classroom experience.

Art History 102:
History of Western Art, 1600 to the Present *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course, which may best be taken as a sequel to AH 101, continues to explore art and architecture from the renaissance to the modern era. The course focuses on understanding modern art and its evolution from the work of earlier artists. Gallery visits supplement classroom experience.

Faculty

Janina Jakobow, B.A. (Peking) F.M.A. Training (Paris)
Mircho Jakobow, B.A. (Sofia) M.F.A. (Peking)
Kathleen Hamilton, Vancouver School of Art Diploma, B.Ed. (UBC)
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History of Western Art, 1600 to the Present *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course, which may best be taken as a sequel to AH 101, continues to explore art and architecture from the renaissance to the modern era. The course focuses on understanding modern art and its evolution from the work of earlier artists. Gallery visits supplement classroom experience.

Art History 201:
History of 19th Century Art *3 credits*

Prerequisites: AH 102, or permission of instructor
Transferability: UBC, SFU, UVic

This course is a comprehensive examination of the visual art of the 19th century. It provides a background and engenders an appreciation for the major movements and techniques in art and architecture from the Romanticism and Neoclassicism of the early 1800's to the later Impressionism and Expressionism of Monet and Van Gogh. Gallery visits supplement classroom experience.

Art History 202:
History of 20th Century Art *3 credits*

Prerequisites: AH 102, or permission of instructor
Transferability: UBC, SFU, UVic

This course focuses on the visual arts of the 20th century as they develop in Europe and North America. Appreciation and knowledge of the numerous and complex movements and counter-movements that give modern art its particular character and texture are the objectives of this course. Gallery visits supplement classroom experience.

Art History 225:
Printmaking: History and Appreciation I *3 credits*

Prerequisites: AH 102, or permission of instructor
Transferability: UBC, SFU, UVic

The significance of printmaking is sometimes underestimated in traditional histories of art; this course redresses that imbalance through an examination of graphic art from early eastern, Chinese and Japanese prints, through European work like that of Rembrandt and Goya, to the early nineteenth century. Demonstrations of technique and field trips supplement the classroom experience.

Art History 226:
Printmaking: History and Appreciation II *3 credits*

Prerequisites: AH 102, or permission of instructor
Transferability: UBC, SFU, UVic

This course continues the investigation of printmaking initiated in AH 225, which is a helpful but not necessary prerequisite. Modern forms of printmaking, silk screen, and lithography, and the imagery of the nineteenth and phenomenally productive 20th centuries will form the matter of this course. Demonstrations of technique and field trips again supplement the classroom experience.

Faculty

Rory Wallace, B.A. (SFU), M.Litt. (Edinburgh), Diploma (UBC) M.A. (New York)

BIOLOGY

Biology is the science with the most immediate impact on our lives. Certainly, the tremendous growth of biological studies in this century has changed the way we perceive our role in the world. We are beginning to realize that we are but one of millions of species, all tied together by a biochemistry that reveals our common ancestry.

Living things are unique in that they increase and maintain their levels of organization while the universe generally moves in a direction of less complexity or increasing disorder. This requires energy, and one of the fundamental concepts uniting the fantastic diversity of living forms is the need for a constant supply of usable energy. How organisms act and interact with themselves and their environment in procuring and using this energy is one of biology's major areas of study.

Biology is also concerned with the continuity of life from generation to generation through mechanisms of inheritance and adaptation that have built-in allowances for change.

All biology courses at Fraser Valley College consist of both lectures and labs.

Note:
If you are not adequately prepared for the 100 level courses then you should consider the College Preparatory courses which are described in the Developmental Studies section of the calendar.

Biology 100:
Contemporary Issues in Biology *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Primarily for non-science students interested in current biological issues. University transfer credit is given for Arts' science requirements only, not for Science majors. Topics will be selected from areas such as genetic engineering, cancer, nutrition, population growth, ecology, drugs, biological rhythms, biological ethics, etc. While the emphasis will be in these areas, basic biological concepts will be included as these are necessary for a comprehension of the issues of interest.

Biology 101:
Introductory Biology I *4 credits*

Prequisites: none
Transferability: UBC, SFU, UVic

For majors in biology and for career programs such as dentistry, education, forestry, medicine, agriculture, etc., that require a rigorous treatment of current concepts in biology. The course will emphasize the molecular and cellular basis of life, biochemical processes, cellular structure and function, anatomy and physiology of plant and animal systems.

Biology 102:
Introductory Biology II *4 credits*

Prerequisites: Biology 101, or permission of instructor
Transferability: UBC, SFU, UVic

Continues the study begun in Biology 101 of the principles of biology, particularly the organism. A study of life including its evolution and diversity, the anatomy and physiology of plant and animal systems, heredity and reproduction, and the interaction of organisms with one another and with their physical environment, are among the topics covered.

Biology 105:
Human Biology *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Primarily for non-science students with an interest in the human organism. University transfer credit is given for Arts' science requirements only, not for Science majors. The course deals with evolution, behavior, ecology, physiology, nutrition, reproduction and genetics.

Biology 111:
Introductory Biology I *4 credits*

Prerequisites: Biology 11 and 12 (Grade B or better recommended), or permission of instructor
Transferability: UBC, SFU, UVic

For majors in biology and for career programs such as dentistry, education, forestry, medicine, agriculture, etc., that requires a rigorous treatment of current concepts in biology. The course will emphasize the molecular and cellular basis of life, biochemical processes, cellular structure and function, anatomy and physiology of plant and animal systems.

Biology 112:
Introductory Biology II *4 credits*

Prerequisites: Biology 111, or permission of instructor
Transferability: UBC, SFU, UVic

Continues the study begun in BIOL 111 of the principles of biology, particularly the organism. A study of life including its evolution and diversity, the anatomy and physiology of plant and animal systems, heredity and reproduction, and the interaction or organisms with one another and with their physical environment are among the topics covered.

Biology 201:
Cell Biology I *4 credits*

Prerequisites: BIOL 101/102 or 111/112
Corequisites: CHEM 211
Transferability: UBC, SFU, UVic

The structure and function of cellular components. Topics include: biochemistry of carbohydrates, lipids, proteins and nucleic acids; bioenergetics; enzymes; membrane structure and function; ribosomes and protein synthesis; mitochondrial structure, function and biochemistry.

Biology 202:
Cell Biology II *4 credits*

Prerequisites: BIOL 101/102 or 111/112, 201 and CHEM 211
Corequisites: CHEM 212
Transferability: UBC, SFU, UVic

A continuation of the structure and function of cellular components. Topics will include: chloroplast structure and function, the genetic system, genetic activities of organelles, the golgi apparatus, lysosomes and microbodies, cell movements, the nucleus, mitosis and meiosis, and cytogenetics.

Biology 203:
Microbiology I *4 credits*

Prerequisites: BIOL 101/102 or 111/112, and CHEM 111/112
Transferability: UBC, SFU, UVic

An introductory course to modern microbiology which provides a base in the fundamentals of microbial structure, bioenergetics, growth and genetics, predominately by considering bacteria and viruses. Its importance in today's society is emphasized and it includes a field trip to a local industry.

Biology 204:
Microbiology II *4 credits*

Prerequisites: BIOL 101/102 or 111/112, CHEM 111/112 and BIOL 203
Transferability: UBC, SFU, UVic

A continuation of the study of modern microbiology concentrating more on applied aspects by first establishing essential concepts in immunology and pathogenicity, then examining the role of microorganisms in medicine, veterinary science, industry and agriculture. The laboratory component is highlighted by a co-op research project with an external institution.

Biology 210:
Introduction to Ecology *4 credits*

Prerequisites: BIOL 101/102 or 111/112, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the basic principles of ecological theory relating to the structure and function of ecosystems. The course deals with organism-environment relationships, population, dynamics community and ecosystem levels of organization. Labs emphasize field work and the course includes weekend field trips to Manning Park and the Bamfield Marine Station.

Biology 220:
Genetics *4 credits*

Prerequisites: BIOL 101/102, or 111/112, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the principles and mechanisms of heredity. Emphasis will be placed on an analytical approach to classical genetics, molecular genetics, and the applications of genetics to man and to populations. Labs emphasize problem solving and non-mathematical computer simulations and include a field trip to a medical genetics laboratory.

Biology 230:
Vertebrate Biology *4 credits*

Prerequisites: BIOL 101/102, or 111/112 or permission of instructor
Transferability: UBC, SFU, UVic

A continuation of the study begun in BIOL 102 and 112 of the comparative structure, function and evolution of vertebrates. Evolutionary trends in organ systems, the relationships of vertebrates to their environments, and problems of contemporary interest in vertebrate biology will be stressed.

Biology 240:
Comparative Invertebrate Biology *4 credits*

Prerequisites: BIOL 101/102 or 111/112, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to invertebrate evolution and diversity through a comparative study of invertebrate structure and function. Labs will emphasize local invertebrate diversity. The course will include local field trips and a weekend trip to Botanical Beach, Vancouver Island.

Faculty

Barbara Moon, B.Sc. (UBC)
Henry Speer, B.A. (San Francisco State), M.A., Ph.D. (Princeton)

STAFF

Leslie Wood, B.Sc. (SFU)
Bradley Whittaker, B.Sc. (UBC), Prof. Teaching Certificate (B.C.)

CANADIAN STUDIES

Canadian Studies 100:
Profiles on Canada *3 credits*

Prerequisites: none

CS 100 will appeal to students seeking a challenging and critical look at Canada from a variety of perspectives. The course will investigate selected ideas and events that have shaped Canada's national and regional character as well as major contemporary developments such as the American impact on our culture, politics and economy that represent challenges to the Canadian identity. What are the problems for Canada, as a relatively new nation, maintaining its independence in an increasingly interdependent world? And, what forces within Canada are changing our national life? The course will be offered by guest speakers drawn from the Social Science and Humanities departments, administration, and external institutions. The course may be taken for university credit or audited.

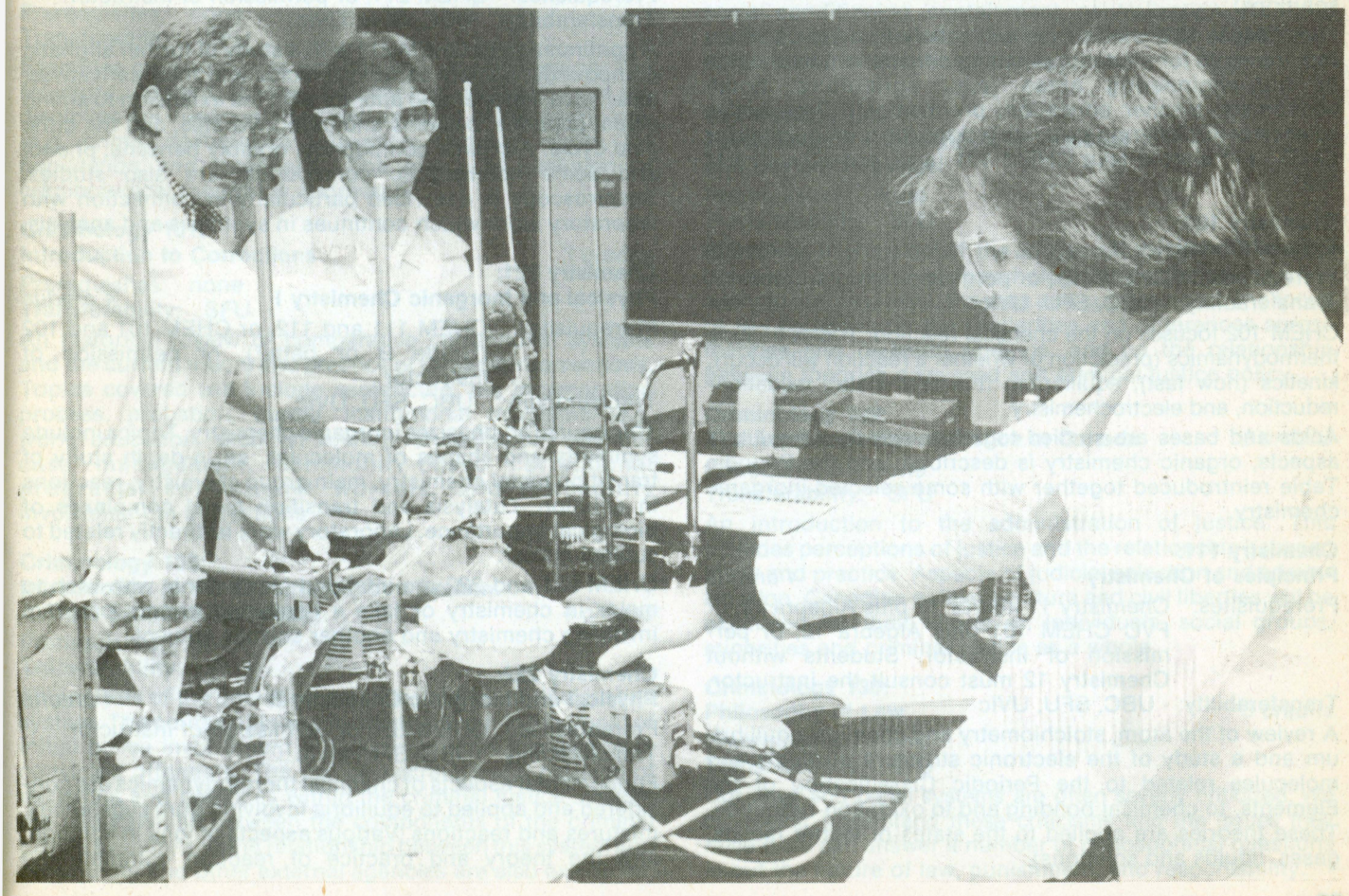
CHEMISTRY

All known matter in the universe, whether living or not, is composed of atoms and molecules. The study of atoms and molecules is central to the subject of chemistry. Some knowledge of chemistry is vital to an understanding of the world around us.

Chemistry extends this study to an analysis of the atoms and molecules in the whole vista of elements and compounds. The arrangement of electrons in elements and compounds enables chemists to explain their chemical bonding, chemical structure, and properties.

A knowledge of the properties of chemical compounds allows us to predict and explain when a chemical reaction will occur. We can determne how fast the reaction will proceed, predict the products and determine the amounts obtained.

Much of what is happening around us involves chemistry — the pollution of our waters, the harmful effects of smog and unburned hydrocarbons, the potential effect of aerosol propellants on the ozone layer, the use of food additives, the pros and cons of nuclear energy, and the implications of recent advances in biochemistry are all directly related to chemistry. Not all the aspects are necessarily harmful if understood and controlled. Who would not be fascinated by such a subject?



Chemistry 100:
Everyday Chemistry *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This is a laboratory-oriented course in chemistry aimed particularly at non-science students. It will satisfy part of the science requirements for a B.A. degree. The course is specifically concerned with the relationship between chemistry and everyday life. Fundamental lab techniques are taught as well as topics including air pollution, water pollution, energy, acids and bases, organic chemistry, cosmetics, polymers and plastics, drugs, dyes, alcoholic beverages, and biochemistry. The course may not be used for credit by science or engineering majors.

Note:
If you are not adequately prepared for the following 100 level courses then you should consider the College Preparatory courses which are described in the Developmental Studies section of the calendar.

Chemistry 101:
General Chemistry I *4 credits*

Prerequisites: Chemistry 11 and Algebra 11, or Algebra 11 (Grade B or better), or Algebra 12, or permission of instructor
Transferability: UBC, SFU, UVic

A review of the mathematics, the classification of matter, atomic theory, elements and compounds, chemical equations and calculations.

A study of the electronic structure of atoms and molecules is then related to the Periodic Table of Elements and to chemical bonding and molecular shapes. These theories are then applied to the states of matter (gases, liquids, solids and solutions).

With CHEM 102, this course will satisfy first-year science requirements for students pursuing careers in non-science or non-engineering areas (e.g., agriculture, home economics, teacher education, pre-medical). Prospective science or engineering students lacking the prerequisites for CHEM 111 should take CHEM 101 (and, possibly, CHEM 102).

Chemistry 102:
General Chemistry II *4 credits*

Prerequisites: CHEM 101, or permission of instructor
Transferability: UBC, SFU, UVic

CHEM 102 focuses on the chemical reaction. Topics include thermodynamics (prediction of whether a reaction will occur), kinetics (how fast), equilibrium (the final state), oxidation-reduction, and electrochemistry.

Acids and bases are studied together with their equilibria aspects, organic chemistry is described, and the Periodic Table reintroduced together with some selected inorganic chemistry.

Chemistry 111:
Principles of Chemistry *4 credits*

Prerequisites: Chemistry 11 and/or 12 plus Algebra 12, or FVC CHEM 101 plus Algebra 12, or permission of instructor. Students without Chemistry 12 must consult the instructor.
Transferability: UBC, SFU, UVic

A review of the atom, stoichiometry and chemical equilibrium and a study of the electronic structure of atoms and molecules related to the Periodic Classification of the Elements, to chemical bonding and to oxidation-reduction. These theories are applied to the states of matter (solids, gases, liquids and solutions).

With CHEM 112, this course will satisfy requirements for students wishing to pursue an honors or majors program in science or engineering.

Chemistry 112:
Principles of Chemistry II *4 credits*

Transferability: UBC, SFU, UVic

Builds on CHEM 111, focussing specifically on the chemical reaction. Thermodynamics predicts whether a reaction will occur, Kinetics tells us how fast, equilibrium gives information on the final situation. These topics are studied together with acid-base (ionic) equilibria, and electrochemistry, while the Periodic Table is revisited with inorganic, organic and contemporary chemistry.

Chemistry 211:
Organic Chemistry I *4 credits*

Prerequisites: CHEM 111 and 112, or CHEM 101 and 102 (Grade B or better), or permission of instructor
Transferability: UBC, SFU, UVic

The preparations and reactions of many classes of aliphatic compounds, namely alkanes, alkenes, alkyl halides, alcohols and ethers. Alicyclic compounds, stereochemistry and isomersim are also studied. The approach will be by reaction mechanism and synthesis. The laboratory work will include organic synthesis and analysis.

With CHEM 212, this course satisfies organic chemistry requirements for students pursuing careers in chemistry, biology, biochemistry, home economics, forestry, pre-medicine and pharmaceutical science.

Chemistry 212:
Organic Chemistry II *4 credits*

Prerequisites: CHEM 211, or permission of instructor
Transferability: UBC, SFU, UVic

A continuation of CHEM 211 with a study of further aliphatic compounds, namely carboxylic acids and their derivatives, aldehydes, ketones and amines, with the extension to amino acids, peptides, proteins and carbohydrates, and the citric acid cycle. Aromatic compounds, notably benzene, phenol and some heterocyclic compounds, are also studies. Spectroscopy is described particularly in connection with laboratory work which continues in synthesis and analysis.

Chemistry 221:
Physical and Inorganic Chemistry I *4 credits*

Prerequisites: CHEM 111 and 112, or CHEM 101 and 102 (Grade B or better), or permission of instructor
Transferability: UBC, SFU, UVic

This course emphasizes inorganic chemistry. Topics include symmetry and shapes of molecules, an in-depth study of transition metal chemistry, main group chemistry, reactions in solution, catalysis and transition metal complexes of biological importance. Laboratory work is directly related to subject matter.

CHEM 221 and 222 are intended for students who wish to major in chemistry or take a combined honors program involving chemistry and another science subject.

Chemistry 222:
Physical and Inorganic Chemistry II *4 credits*

Prerequisites: CHEM 221, or permission of instructor
Transferability: UBC, SFU, UVic

Fundamental aspects of chemical thermodynamics are considered and applied to equilibria involving pure substances, mixtures and reactions. Various aspects of ions in solution, and the theory and practice of reaction complete the

semester. Laboratory work focuses on analytical techniques, and on the physical chemistry covered in the lectures.

Faculty

Nigel S. Dance, B.Sc. (Hons), Ph.D. (Aston in Birmingham)
Alan Davis, B.Sc. (Hons) (London), M.Sc., Ph.D. (SFU)
Peter W. Slade, B.Sc. (Hons) (Southampton), M.Sc. (SFU)
Prof. Teaching Certificate (B.C.)

Staff

Gordon von Hollen, B.Sc. (Alberta)
Bradley Whittaker, B.Sc. (UBC), Prof. Teaching Certificate (B.C.)

COMPUTING SCIENCE

See course listings and descriptions under mathematics (for university transfer offering) and Business Computing (for diploma and certificate offerings).

CRIMINOLOGY

The Criminology curriculum offers you an opportunity to transfer to university as a third-year student majoring in criminology. You may complete the lower levels (normally the first 60 credit hours) for the general degree requirements in Criminology at SFU while attending Fraser Valley College.

The course helps you understand the problems of detecting the law breaker, custody and treatment of the convicted offender, and explaining crime and criminal behavior.

Criminology 100:
Introduction to Criminology *3 credits*

Prerequisites: none
Transferability: SFU

Examines criminology as science and as a profession. The structure, content, theory and practical application of the discipline are investigated as well as some of its terminology (e.g. *crime, delinquency, deviance, criminal, victim, rehabilitation and treatment).* The historical evolution of criminological thought is addressed.

Criminology 101:
Introduction to Corrections *3 credits*

Prerequisites: none
Transferability: SFU

An historical review of comparative correctional systems and the current theory and practice of Canadian corrections. Topics covered will include sentencing, the incarceration process, probation, parole, institutional programs (e.g. *work, education, security, social),* rehabilitation, offender case management, community-based correctional programs, correctional workers, and community involvement in corrections.

Criminology 103:
Introduction to the Criminal Justice System: A Total Systems Approach *4 credits*

Prerequisites: none
Transferability: SFU

An analysis of the operation practices of the criminal justice system. The course follows the offender from the moment of initial police involvement to the correctional disposition of convicted offenders. The use of discretion and patterns of decisions and practices within the criminal justice system, the relationships between the components of the criminal justice system, and the relationship between this system and community and other external agencies are also examined.

Criminology 104:
Sociological Explanations of Criminal and Deviant Behavior *3 credits*

Prerequisites: none
Transferability: SFU

Examines the sociological, socio-cultural and socio-psychological explanations of criminal and deviant behavior, which include ecological theories of crime and delinquency, conflict theories (class conflict, group conflict, etc.), structural theories (anomic, social disorganization, differential opportunity, etc.), control theories (social learning, social conditioning, containment, neutralization, etc.) and symbolic-interactionist theories (differential association, differential identification, labelling, etc.)

Criminology 105:
Psychological Explanations of Criminal and Deviant Behavior *3 credits*

Prerequisites: none
Transferability: SFU

Examines, in some detail, the causes of criminal and deviant behavior in terms of psychological, including psychoanalytic and biosocial, theories and suppositions. The focus of the course is on the similarities and differences across theories and research findings, and on the relationship between theories discussed and criminal justice policy.

Criminology 109:
The Administration of Justice in Canada *3 credits*

Prerequisites: none
Transferability: SFU

An introduction to the administration of justice. This includes perceptions of justice and the relationship between ideas and practice. Aspects of judicial selection and administration, Canadian political culture and civil liberties will be examined for their efforts on individuals, social groups, minorities and criminal justice as a whole.

Criminology 130:
Philosophy of Law *3 credits*

Prerequisites: none
Transferability: SFU

Our legal and penal systems are often severly criticized. We can better understand these criticisms and the issues they raise if we can answer a number of philosophical questions about the nature of law, punishment, and responsibility.

These questions will be examined through classic and contemporary reading in the philosophy of law, lectures, films, discussions, and writing.

Note: Students who receive credit for CRIM 130 cannot receive credit for PHIL 130.

Criminology 151:
Introduction to Law Enforcement *3 credits*

Prerequisites: none
Transferability: SFU

Surveys law enforcement agencies: their role in society, their organizational structure and management, and community expectations of their task. Specific police functions (e.g. patrol, investigation, traffic control, work with juveniles, crisis intervention) and powers (e.g. arrest, search and seizure) are closely examined. Attention is also given to the training of police officers and to policing as an occupation. Behavioral aspects of policing and an assessment of police effectiveness are emphasized.

Criminology 210:
Introduction to Youth Court and Young Offenders *3 credits*

Prerequisites: none
Transferability: SFU

This course provides an analysis of the Young Offenders Act, Youth Court and young people in conflict with the law, as separate entities in the Criminal Justice System. The nature and extent of 'juvenile delinquency' arising from historical and social definitions of youthful crime will focus attention on sources of data regarding criminal behavior of young people and theoretical interpretations of 'delinquency' as a phenomena shaped by culture and social setting. The control, treatment and prevention of delinquent behavior will be examined in light of current trends.

Criminology 220:
Research Methods in Criminology *3 credits*

Prerequisites: none
Transferability: SFU

This course is designed as an introduction to criminological research and is intended to develop the students' research and analytical skills. The course will focus on the theory of inquiry, the logic, reality and structure of criminological inquiry, and criminological data analysis and reporting.

Criminology 230:
Criminal Law *3 credits*

Prerequisites: none
Transferability: SFU

Investigates the nature, purpose, scope, sources and basic principles of criminal law within its historical and contemporary contexts. The evolution of such legal concepts as guilt, criminal responsibility, due process of law is also studied. Current policy and legislation e.g. the legislative policy inherent in the Criminal Code, the specific offences and categories in the Criminal Code, the Young Offenders Act (Canada), the Protection of Children Act (B.C.), the control and treatment of drug addicts, dangerous sexual offenders, habitual criminals, mentally ill offenders, are examined in detail.

Full-Time Faculty

Darryl Plecas, B.A., M.A. (SFU), R.S.W. (B.C.)

Other Faculty

Mary Clarkson, B.A., (SFU)
D.F. Cousineau, B.A., M.A., Ph.D. (Alberta)
Scott Fast, B.A. (U or Wash.), M.A. (UBC)
Jack Ferguson, B.A. (SFU), M. Phil. (Cambridge)
G. Jack Harris, B.A., L.L.B. (Manitoba)
Michael R. Pegler, B.A. (SFU), M.Ed. (UBC)
Gordon Taylor, B.A., L.L.B. (UBC)
Kathleen Heggie, B.A. (Sask.), L.L.B. (Dalhousie)
John Hilton, B.A. (Manchester)
Wes Shields, B.A. (hons) (SFU), M.P.A. (Queens)
John Anderson, B.A., M.A. (SFU)
Tim Segger, B.A., M.A. (U of Vic)

ECONOMICS

A definition of economics cannot be given in a few words. A few words, from a number of writers, can provide one with some insight:

"Economics is the art of making the most out of life."
— George Bernard Shaw

"Economics comes in whenever more of one thing means less of another."
— Fritz Machlup

"Economics is a study of mankind in the ordinary business of life; it examines that part of individual and social action which is closely connected with the attainment and with the use of material requisites of well-being."
— Alfred Marshall

"The theory of economics . . . is a method rather than a doctrine, an apparatus of the mind, a technique of thinking, which helps its possessor to draw correct conclusions."
— John Maynard Keynes

The economics curriculum at Fraser Valley College includes introductory courses in the Canadian economy and comparative economies, first principles courses in micro-economic and macroeconomic theory, and an applied economics course in the B.C. economy. The Canadian Economy course is designed for students seeking a basic introduction to economic principles, political institutions, and policies from a national perspective. This course enables students to better understand current issues and policies in Canadian government and business. The Comparative Economics course is designed to introduce students to different economic systems and the changing role of public and private power.

The economic principles courses are twofold, Micro-economics and Macroeconomics. At Fraser Valley College Microeconomics (ECON 210) is normally offered in the fall semester, followed by Macroeconomics (ECON 202) in the winter semester. Economics 201 is not a prerequisite for Economics 202, although most students undertake the Macroeconomics course after Microeconomics. The economics principles courses are oriented more to introductory economic theory, but the theories are examined with a heavy reliance on examples and case studies drawn from current economic affairs.

The B.C. Economy course is designed for students with an interest in applied economics. Industries, resources and public policies are examined, with emphasis given to the resource sectors including agriculture, forestry, fisheries, energy and minerals.

Economics 110:
The Canadian Economy *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

ECON 110 is an introductory course about the Canadian economy. It is designed to appeal to students contemplating further courses in business, economics or other social sciences. The course covers basic economic principles and provides background to Canadian economic institutions and policies. This enables students to better understand economic policy-making in Canada. National economic issues and various policy prescriptions are discussed including foreign investment, free trade, health and education, competition policy and government measures to deal with unemployment and inflation. Students will learn to apply basic economic theory and critically evaluate current policies and political affairs.

Economics 120:
The British Columbia Economy *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This is an applied economics course designed for students with a specific interest in the economics of the industries, natural resources and public policies of British Columbia. Economic characteristics and relationships among the sectors of the provincial economy are examined first, then consideration is given to specific economic problems and policies associated with the development and evolution of British Columbia industries. Emphasis is on resource-based industries including agriculture, forestry, fisheries, energy and mining. For each industry, basic economic theory is applied to explain and assess problems and policies.

Economics 130:
Comparative Economics *3 credits*

Prerequisites: none
Transferability: SFU, UBC, UVic

This course is designed to introduce students to a comparative study of how the economic systems of different countries deal with the problems of scarcity and choice. The relationships between individuals, interest groups, firms and the state will be explored. Attempts will be made to compare economic systems within and among three broad categories: market capitalism; central planning; and market socialism. Special attention will be paid to classification of economic systems, evaluation criteria, models of economic systems and coordination of economic activities. Centrally planned economies will be examined in terms of the effectiveness of allocation of resources by physical and price methods, economic growth, and the reintroduction of market mechanisms. The changing balance of public and private power in market capitalist and market socialist economies will be a central focus of this course.

Economics 201:
Principles of Microeconomics *3 credits*

Prerequisites: ECON 110 advised but not essential
Transferability: UBC, SFU, UVic

Microeconomics is the study of individual decision making by businesses and households. Business decisions are made about purchasing productive inputs and pricing outputs. Household decisions are made by consumers who purchase the output of businesses and provide productive inputs to business. Markets are a central focus of study in understanding how these decisions are made, and how prices are established. Assessments are made of economic models assuming perfect and imperfect competition. The effects of government policies are examined in various markets. Considerable attention is given to applications of microeconomic theory in business decision-making.

Economics 202:
Principles of Macroeconomics *3 credits*

Prerequisites: ECON 110 advised but not essential
Transferability: UBC, SFU, UVic

Macroeconomics deals with the behavior of the economy as a whole. Major macroeconomic issues include inflation, unemployment and economic growth. In this first course in macroeconomics, the influences of government policies are a central theme. Two general categories of government policies are 'fiscal' and 'monetary'. Fiscal policy is a collective term for the policies that determine the level of government expenditure and taxation. Monetary policy refers to government influence on the money supply and interest rates. Theoretical models are developed, and the limitations considered , of both fiscal and monetary policy alternatives as they apply to solving issues of unemployment, inflation and economic growth.

Faculty

Brian H. Coulter, B.A. (Hons), M.A. (Calgary)
Ian McAskill, B.A., M.R.M. (SFU)

ENGLISH

"I don't see how the study of language and literature can be separated from the question of free speech . . . You're not free to move unless you've learned to walk, and not free to play the piano unless you practise. Nobody is capable of free speech unless he knows how to use language, and such knowledge is not a gift: it has to be learned and worked at."

— Northrop Frye
The Educated Imagination

English courses at Fraser Valley College are designed to give you a great deal of practice in writing, reading and speaking the language. English 100 aims to improve your clarity of thought and expression, and to increase the speed and accuracy with which you write and understand prose.

Introduction

All other English courses present imaginative literature (poetry, fiction, drama) with a threefold objective: learning to read literature with an eye sensitve to underlying themes and structures, learning to analyse literature in geniunely constructive and critical ways, learning to write about literature with clarity and insight.

There are no prerequisites for entry into first-year English courses, but if this is your first college-level English course, and you have not taken the College placement test, you will need to arrange to take the Composition Placement Test to guide you in your choice. In the College Timetable you will find a page headed "Interpreting Your CPT Score." Use this as a guide. The results may indicate that you should take English 095 (see Developmental Studies: College Preparatory section of the calendar.) If your score is very high, and you feel confident that you do not need English 100, then you would be wise to begin with English 110, 140, or 150. If your score is low and English is your second language, then you should consider enrolling in English Language Training.

Education students should take two 100 level English courses, one of which should be English 100. Those students intending to transfer to SFU may need an additional 100-level literature course. Second-year students take two courses from English 201, 202, 211, 220, 227, or 230. English majors should consider English 201 and 202 as basic to their continuing studies. Two 100 level courses are prerequisites for any 200 level course. Any exceptions must be by permission of the English Department. Not all the courses listed below will be offered in any given semester.

English 100:
The Reading and Writing of Prose *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A workshop for students who want to improve their ability to read and write non-fiction prose. Selected readings from an essay anthology will help you to concentrate on the principles and practice of writing clear and effective sentences, paragraphs and essays. Students who are not fully confident of their essay-writing ability are strongly advised to take this course before they embark on other college courses which require essays. Essays and an examination are required for university transfer credit.

English 110:
Introduction to Poetry and the Short Story *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An exploration of selected 20th century poetry and short stories in the spirit of Francis Bacon: "Reading maketh a full man; conference a ready man; and writing an exact man." You will be encouraged to read stories and poems carefully and to discuss them articulately. University transfer students write a series of essays on literary topics, and examinations may be required.

Students taking ENG 110 should not plan to take ENG 150 for credit.

English 120:
Introduction to Longer Fiction *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A study of some main themes and techniques in the modern short story, novella, and novel, to encourage you to read these literary forms attentively and discuss them articulately in the classroom. Essays on literary topics are written by university transfer students, and examinations may be required.

English 130:
Introduction to Modern Drama *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

To help you develop an understanding of and enthusiasm for the theatre, different kinds of modern plays are read, seen where possible, and discussed. Essays and an examination are required for university transfer credit.

English 140:
Introduction to Modern Canadian Literature *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Twentieth century Canadian prose, poetry and drama are studied to encourage you to read the texts closely, discuss them articulately in the classroom and identify major themes and styles. Essays are required from university transfer students, and examinations may be given.

English 150:
Introduction to Modern Poetry *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the fundamental concepts and techniques of poetry, focusing on the works of twentieth-century poets. You will be encouraged to read poetry sensitively, to listen appreciatively to the poetic voice, and to write about the works analytically. Essays and possibly an examination are required for university transfer credit.

Students taking ENG 150 should not plan to take ENG 110 for credit.

English 201:
English Literature 14th-18th Century
Major Authors: Chaucer to Pope *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

Lectures, discussions and essays on the classics of English literature. You will be introduced to Chaucer's *Canterbury Tales,* to Shakespearean drama, and to other 16th and 17th century prose and verse, including *Paradise Lost.* The study of the 18th century focuses on Pope and Swift. Essays and an examination are required. Your appreciation of English literature will be enhanced by studying HIST 109/110 either previously to or concurrently with ENG 201/202.

English 202:
English Literature 18th-20th Century
Major Authors: Blake to Yeats *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

You will see the beginning of the rebellion against reason; study Blake, the romantic poets, and the work of the great Victorians; and move on to the literary innovators of the 20th Century, such as Shaw, Yeats and Joyce. Essays and an examination are required.

English 211:
Introduction to American Literature, 1650-1860 *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

A survey of major American authors and of the literary traditions of the first two centuries. Works by writers such as Melville, Thoreau and Whitman are studied in light of an emerging national identity. Essays and an examination are required for university transfer credit.

English 212:
Introduction to American Literature, 1870-1970 *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

Major American authors and literary trends of the past century are surveyed. The course begins with studies of works by figures such as Twain and Dickinson and includes modern and post-modern writers like Ernest Hemingway, Hart Crane, Scott Fitzgerald, T.S. Eliot and Thomas Pynchon. Essays and an examination are required for university transer credit.

English 220:
Development of the British Novel *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

A study of the social and literary developments which made the novel possible, and the robust and varied works of the early novelists — Defoe, Richardson, Fielding — and their successors. Essays and an examination are required for transfer credit. ENG 220 is occasionally offered in England.

English 230:
History of British Drama *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

A companion course to English 220. While some attention is paid to the roots of Western drama in Ancient Greece and Renaissance Europe, the course focuses on the social, theatrical and literary conventions of English drama from the medieval to the modern period. Lectures, seminars, readings and appropriate theatre visits are part of the course. Essays and an examination are required for university transer credit. English 230 is occassionally offered in Ashland, Ore.

English 226:
European Literature in Translation, Classical to Renaissance periods *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150
Transferability: Internal approval of ENG 226 and negotiations for transferring its credits to B.C's three universities are now in process.

ENG 226 offers students a survey of classical, medieval, and renaissance poetry, prose, and drama in English translations. Students seeking University transfer credits must write essays and examinations.

English 227:
European Literature in Translation, 1750-1940 *3 credits*

Prerequisites: any two of ENG 100, 110, 120, 130, 140, 150 or permission of instructor
Transferability: UBC, SFU, UVic

This course broadens the student's awareness of literary developments in Europe between the 18th and 20th centuries. With this background, students can begin to compare English with other national literatures. The readings should also help to clarify the nature of continental influences on English authors and literary movements. Essays and possibly an examination are required for university transfer credit.

Faculty

David Allen, B.A. (Hons), M.A. (SFU), Ph.D. (Queen's)
Virginia Cooke, B.A. (Hons) (Oregon), M.A. (SFU), Ph.D. (Queen's)
Jocelyn Creigh, M.A., Diploma Ed. (Victoria, N.Z.), Ph.D. Birmingham, U.K.)
Graham Dowden, B.Sc. (Queen's), B.A. (Bristol), M.A. (Queen's)
G. Arthur Ross, B.A. (UBC), M.A. (U of Alberta)
Kay Lukes, B.A. (U of Alberta), M.A. (UBC)

FILM

"The cinema is capable of stirring the spectator as perhaps no other art. But as no other art, it is also capable of stupefying him."

— Luis Bunuel

Anything will stupefy you if you submit to it passively.

The academic study of cinema is based on the idea that if you are going to be stirred you need to make an active response, and that responding to movies, like all creative activities, improves with practice.

FILM 110 and 120 are courses in film appreciation, not film production. The object is to discover not how to make movies but how to experience them as richly as possible by studying theme, technique, theory, tradition and so on.

Some classroom time will be spent viewing a selection of short and feature-length films, and some will be devoted to lectures on and discussions of the films and supporting textbooks. There will be an opportunity to see each film twice.

Film 110:
Film Appreciation (North America and Britain) *3 credits*

Prerequisites: none
Transferability: SFU

An introduction to film technique (camera, sound, lighting, montage, etc.) concurrent with a study of selected short and feature films from North America and Britain. Essays are required from university transfer students.

Film 120:
Film Appreciation (Foreign) *3 credits*

Prerequisites: none
Transferability: SFU

An introduction to theories of film esthetics and criticism, together with a study of selected foreign movies (with English subtitles). Essays are required from university transfer students.

Faculty

Graham Dowden, B.Sc. (Queen's), B.A. (Bristol), M.A. (Queen's)

GEOGRAPHY

Geography is concerned with the study of the earth as the home of humanity.

Questions such as: "How are the mountain landscapes created?"; "How have the major religions spread throughout the world?" and "Why does the pattern of agricultural activity differ from one region to another?" appear quite diverse. Yet geography seeks to discover an underlying order and meaning in this diversity.

To this end geographers analyze elements of the physical environment and human society in order to develop an understanding of the character of places, the nature of man/environment interactions and the spatial structure of the earth and people's activities on it.

The College offers all first and second year courses required for geography majors and minors at the three provincial universities. Most of the courses follow a lecture/discussion format, but where possible field activities are incorporated as integral parts of each course.

The physical geography and map interpretation courses (Geography 101, 102 and 150) have a specific laboratory requirement and as such involve you in practical demonstrations and assignments. The physical geography courses (Geography 101 and 102 also satisfy the science requirements for the Bachelor of Arts and Bachelor of Education programs of the University of British Columbia, the University of Victoria and Simon Fraser University. The Canadian Geography requirement for the Professional Development Program at Simon Fraser University can be satisfied by Geography 110 or Geography 130.

Geography 101:
Weather and Climate *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the fields of meteorology and climatology. Emphasis will be placed on atmospheric processes, weather forecasting, and local climates, and on the relationship of these topics to a variety of environmental isues.

Geography 102:
Evolution of the Earth's Surface *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

The study of the origins and development of the earth's surface features. Emphasis will be placed on the physical processes underlying the dynamics of our changing landscape.

Note:
In order to take advantage of fieldwork opportunities, the Geography Department sometimes offers GEOG 101 and 102 in reverse order. Students should note then, that GEOG 102 can be taken before GEOG 101.

Geography 110:
British Columbia and the Lower Fraser Valley *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Using the concepts and techniques of regional geography, you will examine several topics including the historical development of settlements and political boundaries; our changing perceptions of our environment; resource extraction and other forms of current economic activity; and the growth of an urban hierarchy.

This course is available as Directed Independent Study. Inquire at Student Services or the Regional Offices.

Geography 111:
Invitation to Geography: Environment and Man *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the study of people and their physical surroundings. The central themes of the course focus on humans as agents of environmental change, and as users of the earth's resources.

Emphasis will also be placed on an examination of the fundamental concepts, methods and techniques used to study man/environment systems.

Geography 112:
Human Geography *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course is intended to be a broad survey of human geography. You will develop a range of skills that will allow you to describe and interpret the regions, societies and landscapes which result from the interaction between humans and their environment.

Geography 113 (formerly Geography 220):
An Introduction to Economic Geography *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces the basic concepts and theories of economic geography. Special attention is directed to an analysis of the location of settlement patterns, agricultural land use, resource extraction, energy development, manufacturing, retailing and other economic activities. The objective will be to examine the impact of economic decisions on the spatial organization of economic activity on the local, regional, national and global scale.

Geography 114 (formerly Geography 230):
Urban Geography *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces you to urbanization as a historical and rapidly continuing process; the growth of functional regions and patterns of urban settlement; the dynamics of urban structure and land use; and critical problems we face as a result of past developments in the spatial, economic and social organization of cities.

Specal emphasis will be directed to the emerging character of Canadian urban centres.

Geography 120:
Historical Geography of the Lower Fraser Valley *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic (to be arranged)

This course will introduce students to the process and pattern of human settlement in the Lower Fraser Valley. In that context, students will be exposed to the methods of doing historical geography, and will be expected to participate in seminars and research projects based on historical documents. Field trips and field research will be an integral part of the course.

Geography 130:
Geography of Canada *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the geography of Canada using the concepts and methods of regional geography to examine the Canadian experience as a set of distinct regions and a nation. Emphasis will be placed on the geographic analysis of current issues, and on the detailed analysis of regional character.

Geography 150:
Map and Air Photo Interpretation *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces you to the use of maps and air photos in the study of physical and cultural landscapes. You will explore a variety of tools and techniques used in the interpretation of topographic and other maps and remotely sensed data. Although designed for the geography student, the course material will be useful in other related disciplines.

Geography 280:
Field Techniques in Human Geography *3 credits*

Prerequisites: GEOG 110 or 130, 111, 112, 113 or 114, 150
Transferability: UBC, SFU, UVic

An intensive study course designed to acquaint you with a wide variety of tools and techniques used by geographers in field oriented research. The course includes instruction in each of the techniques mentioned in the outline, and opportunities are provided for practical implementation in the field.

Faculty

Doug Nicol, B.A. (SFU), M.A. (UBC)
Dave Gibson, B.A. (Calif.-Santa Barbara), M.A. (Calif.-Davis)

HISTORY

History seeks to find out what human beings have done in the past. By sifting and interpreting surviving evidence, historians create accounts of earlier civilizations, institutions, economies and individuals, along with their ideas. In addition to satisfying our natural curiosity about our origins, historians have convincingly demonstrated that their investigations of the past — whether they concern the causes of war, the affairs of a fur-trading company or the grim realities of peasant life — have direct bearing on the present.

Most societies have recognized the need to train and employ historians because knowledge of the past is essential to an understanding of the present; for example, history has a vital role to play in the debate on the reform of Canadian Confederation.

Historical studies offer additional benefits to you as a student. Many of the topics addressed in other disciplines have historical dimensions which, when comprehended, make for a fuller understanding of those disciplines. In terms of Fraser Valley College's offerings one might mention the obvious compatatility in studying B.C. history along with B.C. geography or English history in conjunction with English literature.

Of obvious concern to students are the practical applications of historical studies: what kinds of careers will be accessible to the history student? History has long been an appropriate academic preliminary to careers in law, the social services and public administration. History is also a prerequisite to careers in public school teaching, in the restoration and maintenance of Canada's historical monuments, and in the museum and archival field. Finally, there is the career of historian, as a university or college teacher or as a researcher for various public and private agencies.

How is history studied at Fraser Valley College?

Historical understanding is achieved through the clash of different opinions which are usually the products of historians writing in different generations according to different methods and values. It is no wonder, therefore, that your own investigation of past events may yield several different yet plausible accounts.

Fraser Valley College's history courses are designed in large part to explore these differences through lectures and seminars in European, British and North American history with a view to reaching a more complete understanding of the past realities and their relationship to your society.

History 101:
Canada, 1760-1867: Prelude to Confederation *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Examines the development of British North America from the time of the collapse of the French regime until the Confederation era. Topics covered include the British conquest, the fur trade, anglophone/francophone relations, the struggle for home rule, the rebellions of the 1830s, the economic transformation of central Canada, developments in the Pacific and Atlantic regions and the origins and nature of Confederation.

HIST 101 and HIST 102 are basic to advanced Canadian studies in the Humanities and Social Sciences. Future teachers are also encouraged to enrol in Canadian history courses.

History 102:
Canada 1867 to the present *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Investigates the development of the Canadian nation from the time of Confederation until the recent past. Among the topics to be examined are Macdonald's national economic strategy, conflict and consensus between English and French Canada, the Riel rebellions, rise of the grain trade and political protest in the prairie provinces, the Laurier years, the impact of industrialization on Canadian society, the conscription crises, the waning of British influence and the increasing American impact on Canadian affairs, the Mackenzie King era and the Quiet Revolution in Quebec.

HIST 102 and HIST 101 are basic to advanced Canadian studies in the Humanities and Social Sciences.

History 105:
British Columbia, 1774-1972 *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

The structure and content of our province's history from the time Europeans first arrived until the recent past. The following themes will be addressed: maritime and overland exploration and fur trade, colonial and gold rush society, the character and stewardship of James Douglas, confederation with Canada, the dominance of the resource-based

economy, the emergence of political parties and organized labor, Vancouver as the region's metropolitan focus, the status of minorities, and a profile of Chilliwack's society and economy.

Students planning careers in British Columbia's public schools are encouraged to enrol in this and other B.C. studies courses.

History 109:
A History of the English, 1066-1688
The Emergence of a Nation-State *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An examination of the issues that combined to transform England from a weak, medieval society into a strong, centralized, modern nation-state. Against the background of succeeding monarchs the constitutional, economic, military, political, religious, colonial, social and cultural themes that produced early modern England will be studied.

Your appreciation of English civilization will be enhanced by studying English literature (ENG 210/202) either subsequent to or concurrent with HIST 109/110.

History 110:
A History of the English, 1688 to the Present:
Great Power Status and Beyond *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An examination of the significant factors that account for the rise of modern Britain and her empire to the heights of the world's greatest power during the Victorian era and her subsequent decline in the 20th Century to the status of a second-rank nation. To this end the economic, political, social, naval and military imperial, diplomatic and intellectual forces that explain modern Britain's experience will be considered.

Your appreciation of English civilization will be enhanced by studying English Literature (ENG 201/202) either subsequent to or concurrent with HIST 109/110.

History 111:
Europe, 1890-1939 *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An enquiry into 20th Century Europe to 1939, a Europe dominated by such revolutionary forces as technology, total war and the totalitarian regimes of Mussolini, Hitler and Stalin. Through a consideration of politics, economics, militarism, diplomacy, society and ideas, you will develop an understanding of the origins of contemporary Europe.

History 112:
Contemporary Europe, 1939 to the Present
From Ruin to Rejuvenation *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Traces the recovery of Europe from the awesome destruction of World War II to the new-found prosperity and optimism of the seventies. A study of such issues as total war, cold-war rivalry, the decline of empire, the 'third world', student radicalism, the European common market and Eurocommunism will lead to an understanding of Europe's place in today's world.

History 201:
European History, 1300-1789: The Rise and Decline
of the Ancient Regime *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A survey of the significant economic, political, social, intellectual, cultural and religious forces that combined to transform medieval Europe into the hub of early modern western civilization. The major themes include: the Renaissance, religious revolution, economic development, trade and empire, the age of absolute monarchy and the misery and grandeur of European Society.

History 202:
European History, 1789-1917:
The Revolutionary Age *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An inquiry into the significant economic, political, social, intellectual and cultural issues that, taken together, produced a revolutionary era in 19th Century Europe. Among the themes to be considered are: political revolt — French and Russian style, the Enlightenment, the Industrial Revolution, the emerging masses, revolutionary ideas (Marx and Darwin) and the welfare of society.

History 203:
Canada, 1867-1921 *3 credits*

Prerequisites: HIST 101 and either 102 or 105, or permission of instructor
Transferability: UBC, SFU, UVic

History 203 will address a variety of social, economic, political, intellectual, and diplomatic dynamics in Canada's first half-century and will presume a familiarity with the basic themes of the structure and content of post-Confederation Canadian history.

Among the historical problems to be examined are Confederation, the National Policy, regional grievances, provincial rights and continental union movements, imperial thought, religious bigotry, the economic boom, rise of organized labor, Laurier, impact of World War I, conscription, reform movements (e.g. feminism and prohibition), and the beginning of the age of Mackenzie King.

History 204:
Canada, 1929 - The Contemporary Period *3 credits*

Prerequisites: HIST 203, or 101 and either 102 or 105, or permission of instructor
Transferability: UBC, SFU, UVic

HIST 204 is designed to refine and intensify the student's understanding of the structure and content of Canadian history since the beginning of the era of Mackenzie King. The course will require an intensive reading and writing schedule and will focus on the following themes: the reaction following World War I; the emergence of protest in the West and in the Maritimes; Canada's vulnerability to the ravages of the great depression; the bankruptcy of official response to the depression and the advent of radical alternatives — Social Credit and the Cooperative Commonwealth Federation; conscription, social reconstruction, and continentalism in World War II; Keynesian economics and C.D. Howe; swan song of Canadian nationalism — the Diefenbaker interlude; the Quiet Revolution; and the structure and themes of Canadian historiography.

Faculty

Jack Gaston, B.A. (UVic), M.A., Ph.D. (U of Sask.)
Robert L. Smith, B.A. (Notre Dame, Nelson), M.A. (UVic)

MATHEMATICS

The study of science has been, and is, mainly a study of the order of our surrounding. Human beings are constantly striving to uncover the underlying laws which seem to govern the behavior of our environment. Rather than attempting to explain the workings of the physical world in terms of the properties of that physical world, we have developed a system of explanations in terms of abstract ideas.

Since the world of abstract ideas seems as far removed from the physical world as one can get, we have devised an ingenious way to offer an explanation that is independent of observed phenomena.

This system of abstract ideas based on observation is called science, and its language is called 'mathematics'.

The language of mathematics has a precise vocabularly and an orderly structure. Because of its order, this language is compatible with the study of science — the very study of order. Because of its order, this language has a subtle yet powerful strength; at the same time, mathematics is beautiful and delicate.

A confused mind will see confusion in the world, whereas an orderly mind will perceive the beauty and simplicity of the order that exists in the universe. The study of mathematics is an opportunity to develop some order in your thinking processes, an opportunity to infuse some organization into your life.

Math 080 (Algebra 11):
Preparatory College Mathematics

See the Developmental Studies: College Preparatory section of the calendar for a description of this and other courses that are at an introductory level.

Math 101:
Introduction to College Math I *4 credits*

Prerequisites: Algebra 11, or permission of instructor
Transferability: none

This course, followed by MATH 102, is recommended if you plan to major in a science, engineering or technology program and don't have the required grade 12 prerequisite.

This course lays the foundations for moving into the realm of calculus. The necessary algebraic skills are covered (manipulation of algebraic expressions, techniques for solving all kinds of equations, etc.). And since calculus involves working with functions, the specialized language, notation and concepts of sets, relations and functions are introduced.

Math 102:
Introduction to College Math II *4 credits*

Prerequisites: MATH 101, or permission of instructor

Topics will include: an intuitive approach to limits, the derivative, derivatives of polynomials, trigonometric and universe trigonometric functions, the application of the derivative to graphing, maximization and minimization; and related-rate problems.

Transferability: SFU (with MATH 101)

A continuation of MATH 101, MATH 102 looks specifically at logarithmic, exponential and trigonometric functions. Additional topics may include determinants, matrices, complex numbers or linear programming.

Math 103:
Finite Mathematics *3 credits*

Prerequisites: Algebra 11 or permission of instructor
Transferability: UBC, SFU, UVic

A collection of topics which are both interesting and useful, chosen to capture your imagination. The aim of this course is your development through the exercise of the ability of refine thought as a logical, progressive process and the development of conceptual ability from the intuitive to the very structured level of thought.

Topics covered will include matrices, linear programming, combinatorics and probability.

This course is particularly recommended to education students for the perspective on mathematics that it will help develop; and for economics and commerce students as an excellent preparation for statistics courses. Students may receive credit for only one of MATH 103, DP 120, or BUS 331.

Math 104:
Introductory Statistics *4 credits*

Prerequisites: Algebra 11 or MATH 101, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to descriptive statistics, sampling, probability, estimates, hypothesis testing, correlation and regression.

This course does not involve mathematical proofs of the theory involved (no calculus is required) but does stress an intuitive approach to why and when the procedures can be used.

It is recommended for commerce, education and social science students, or anyone else who wishes to develop the ability to intelligently evaluate published statistical data. Students may receive credit for only one of MATH 104, MATH 230 or BUS 332.

Math 105:
Math for the Elementary School Teacher *3 credits*

Prerequisites: none
Transferability: SFU, UVic

It has been recognized by various study groups that if a teacher is not at ease with mathematics, those resulting fears and prejudices are communicated to the students. This course is designed to give direct experience of mathematics and to allow you to experience your own thinking ability, thereby restoring confidence in your mathematical ability. It should be stressed that MATH 105 is a mathematics course aimed at developing mathematical ability and is not a course in methods of teaching. We must understand the subject before we can teach it.

Topics include: properties of natural numbers the basis of arithmetic, other systems of enumeration, properties of fractions.

Math 111:
Calculus I *4 credits*

Prerequisites: Algebra 12, or permission of instructor
Transferability: UBC, SFU, UVic

The study of calculus represents a major step in your education. Mathematics, previous to this subject, dealt with the description of static and non-changing phenomena. During the latter part of the 17th century, Sir Isaac Newton developed a mathematical description which dealt with

changing phenomena. This mathematics of change is now called calculus.

Calculus I is offered to students who wish to develop their mathematical ability further. This course is a requirement for most first-year science programs.

Math 112:
Calculus II *4 credits*

Prerequisites: MATH 111, or permission of instructor
Transferability: UBC, SFU, UVic

Calculus I was concerned with the determination of the characteristics of change of a given quantity. In Calculus II, change is examined in the opposite manner: if we know the changing characteristics of a quantity, can we determine what that quantity is?

Topics will include: derivatives of exponential and logarithmic functions, the indefinite and definite integral, techniques of integration, application of the definite integral to various problems such as areas, volumes and surfaces of revolution, and infinite series.

Comp 150:
Structured Programming *4 credits*

Prerequisites: Algebra 12 or MATH 101, or permission of instructor
Transferability: UBC, SFU, UVic

A practical introduction to computer programming including scientific and business applications, emphasising structured techniques in a high level language. Students wanting a more comprehensive introduction to computing should take COMP 161/162. Students may receive credit for either COMP 150 or COMP 161 but not both.

Comp 161:
Introduction to Computing Science *4 credits*

Prerequisites: Algebra 12
Corequisites: MATH 111
Transferability: UBC, SFU, UVic

A general introduction to computing science. Topics include: algorithms, Turing machines, binary representation of symbolic information, binary arithmetic, basics of computer architecture, machine and assembly language, flowcharting and introduction to structured programming using Pascal. Students may receive credit for either COMP 150 or COMP 161 but not both.

Comp 162:
Programming in a High-Level Language *4 credits*

Prerequisites: COMP 161
Corequisites: MATH 112
Transferability: UBC, SFU, UVic

Concepts and techniques of computer software design. Designing, writing, testing, debugging, documenting and evaluating programs in a high-level language such as Pascal.

Math 211:
Calculus III *3 credits*

Prerequisites: MATH 112, or permission of instructor
Transferability: UBC, SFU, UVic

The concepts of Calculus I and II are here extended to cover more general cases. This generalization enables you to attack a much larger class of problems.

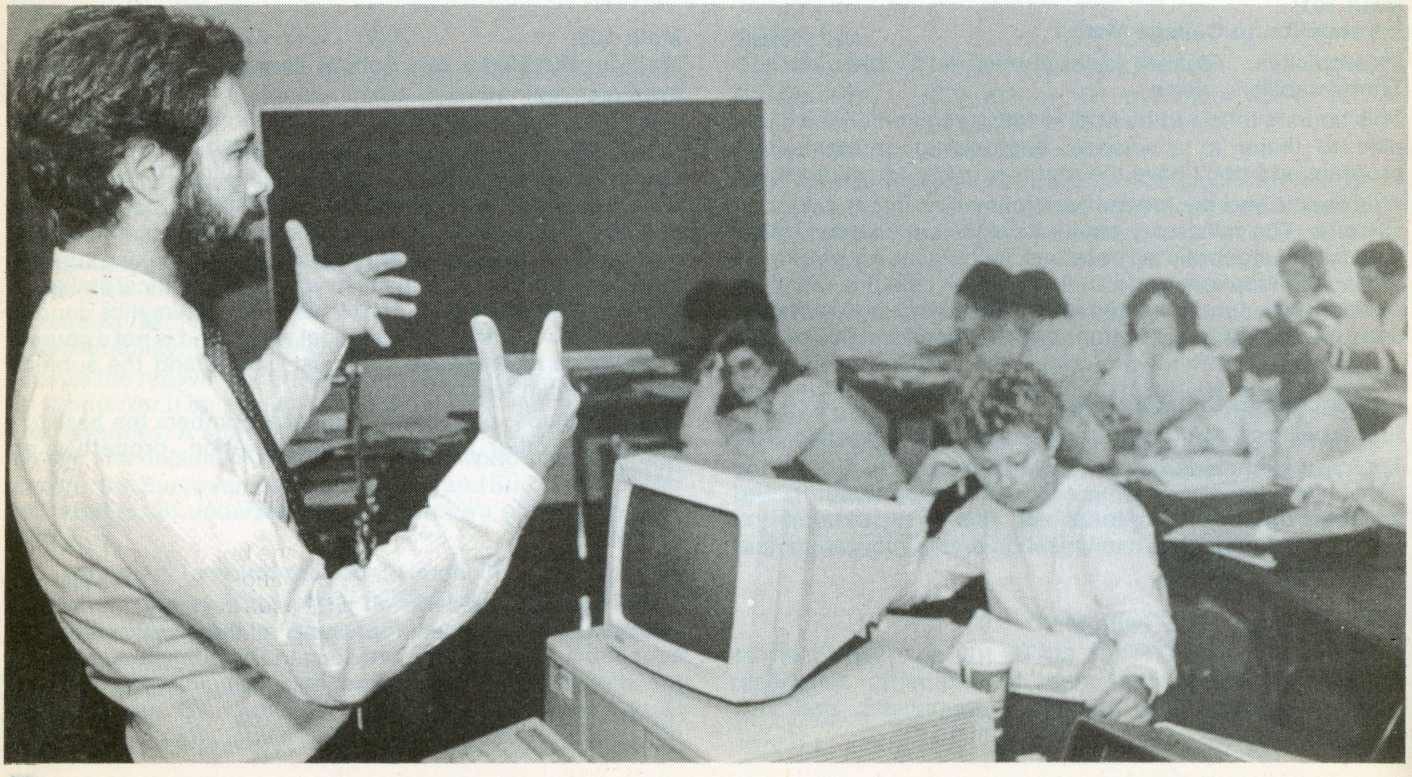
In particular, the calculus of one variable is extended to cover the calculus of many vaiables.

Topics include: solid and analytic geometry, partial derivatives and applications, multiple integration.

Math 212:
Calculus IV *3 credits*

Prerequisites: MATH 211, or permission of instructor
Transferability: UBC, SFU, UVic

The last course of the calculus series is more sophisticated than the previous three in that more attention is paid to proofs of important theorems. Topics will include: sequences and series, convergence tests, vector calculus, integral theorems. It will be helpful if you are familiar with the material in MATH 211.



Math 213:
Ordinary Differential Equations *3 credits*

Prerequisites: MATH 211, or permission of instructor
Transferability: UBC, SFU, UVic

Whenever an investigator attempts to make a model of a system, whether it is from biology, physics, economics, sociology or psychology, in most cases that mathematical model is in the form of a differential equation.

This course examines some methods of solving certain types of differential equations. Topics will include: first-order differential equation, applications of first-order differential equations, linear differential equations. Laplace transformations, series solutions.

Math 214:
Analysis *3 credits*

Prerequisites: MATH 211, or permission of instructor
Transferability: UBC, SFU, UVic

This course provides a first contact with a more analytic (careful) approach to many of the themes used in calculus. Topics include: induction, limits of sequences and functions, continuous and differentiable functions. It will be helpful if you are familiar with the material in MATH 221.

Math 221:
Algebra I *3 credits*

Prerequisites: MATH 112, or permission of instructor
Transferability: UBC, SFU, UVic

This linear algebra course offers an introduction to the unique strength of mathematics. Most of the course content is related to matrices and vector space.

The approaches used reflect the flexibility of mathematics. Powerful, general results are derived, using algebraic methods, and are then applied to specific problems.

At other times the process is reversed and specific problems are used to motivate and develop far-reaching results.

This course is needed by anyone thinking about a mathematics or physics degree. It is useful to anyone who enjoys thinking.

Math 230:
Quantitative Methods *4 credits*

Prerequisites: MATH 103 or MATH 111 or BUS 331 or DP 120

A continuation of the use of statistics in business, including inferential testing, correlation and regression. Linear programming introduced. Decision analysis will be studied. Computer use will include simulations and problem solving. Students may receive credit for only one of MATH 230, MATH 104 or BUS 332.

Faculty

Carollyne Guidera, B.Sc., M.Sc. (SFU)
Elaigh Guidera, B.S., M.S. (U of Cal., Berkeley), M.Sc., Ph.D. (SFU)
Doug McDowell, B.Sc. (UVic), M.Sc. (SFU), Perm. Prof. Cert. (B.C.)
Linda Riva, B.Math., M.Math. (Waterloo)
Wayne Welsh, B.Sc. (Alberta), Ph.D. (UBC)

MODERN LANGUAGES

"Language is intimately tied to man's feeling and activity. It is bound up with nationality, religion, and the feeling of self. It is used for work, worship, and play by everyone, be he beggar or banker, savage or civilized . . . We are witnessing, in our time, the greatest changes in the history of language learning . . . Formerly known by a few as a mark of education, languages are now studied by people from all walks of life. More languages are studied than ever before, and methods of learning are changing rapidly." — Robert Lado

At Fraser Valley College we realize that the fabric of Canadian society is made up of many cultures, but has a basically bicultural weave. Thus we offer university transfer courses in French, German and Russian with hopes of expansion to other languages.

Many people ask "Why study a language?" The fact is that humanity's future on this planet rests on increased international trade, cooperation and understanding. We cannot hope to survive without understanding our fellow humans, and the key to this is learning other languages. As international trade develops, the need for multi-lingual resource personnel increases. And as more people travel, they realize the value of communication in another language.

The goal of the language programs at Fraser Valley College is to develop communication, so we place considerable emphasis on actually teaching you to speak the language.

If you can demonstrate sufficient proficiency in a language you may receive advanced credit and placement.

French

French is spoken in 25 countries around the world by approximately 200 million people, and is one of the official languages of our country. Traditionally, it has been the language of diplomacy. Because one-third of our citizens are Francophones, studying French can provide a better awareness of who we are as a nation. It is also valuable within the context of the federal government's language policies, especially for those who want careers in the public service, and is a useful tool for travel and enrichment. In commerce, too, more English Canadians who know French will be required in the future. We believe that learning French is a rewarding experience; it is the key to understanding French-speaking people and their fascinating culture.

Because of varying achievement levels, students may be requested to take a placement test to indicate the French course in which they have the best chances of success.

Note:
For courses numbered below 100, see Developmental Studies section of the calendar: College Preparatory Programs.

French 101:
French Language I *3 credits*

Prerequisites: French 11, or permission of instructor
Transferability: UBC, SFU, UVic

Introduces you to the French language by an intensive study of important aspects of pronunciation, vocabulary and grammar through the use of audio-visual techniques such as flashcards, slides, videotapes and the language laboratory. We teach you to speak, understand, read and write the language by the direct association of visual and aural concepts with their expression in French. The basic goal is to develop 'creative communication'.

French 102:
French Language II *3 credits*
Prerequisites: FREN 101, or permission of instructor
Transferability: UBC, SFU, UVic

Continues to develop your ability to express yourself in oral and written French. It directly follows the goals and methods of FREN 101.

French 111:
French Language and Literature *3 credits*
Prerequisites:
French 12 or FREN 101 and 102, or permission of instructor
Transferability: UBC, SFU, UVic

Reviews the essential elements of French grammar and improves your command of idiom, both oral and written. We continue to develop vocabulary and pronunciation by selective use of audiovisual techniques. The course also introduces you to French literature by providing readings and literary discussion topics to refine your ability to understand and express yourself in French.

French 112:
French Language and Literature II *3 credits*
Prerequisites: FREN 111, or permission of instructor
Transferability: UBC, SFU, UVic

Continues the goals and methods of FREN 111 to further develop your command of the written and spoken language.

French 201:
Intermediate French I *3 credits*
Prerequisites: FREN 111 and 112, or permission of instructor
Transferability: UBC, SFU, UVic

Hones your ability in French to finer precision; reviews in greater detail all the essential points of French grammar, but considers most of the 'fine points' of language, idiom and style. The literature studied includes some contemporary Quebec novellas which should prove challenging. After successfully completing this course, you should have a reasonably sophisticated ability to express yourself in French.

French 202:
Intermediate French II *3 credits*
Prerequisites: FREN 201, or permission of instructor
Transferability: UBC, SFU, UVic

Completes the goals and methods begun in French 201 to refine your capabilities in the French language.

Faculty

Alan Cameron, B.A. (Hons) (Calgary), M.A., Ph.D. (UBC)
Germaine M. Baril, B.A. (Alta.), M.A. (Wayne State U.), Ph.D. (U. of Mich.)

German

Why study German? We hear a great deal these days about bilingualism, but did you know that, after English and French, German is the most widely spoken language in Canada? In the Fraser Valley, especially, German is used extensively, as many of our local people come from German-speaking families. So the German language is alive and well in the Fraser Valley! We hear a dozen or more different dialects, each one varying to some degree from standard German. At Fraser Valley College we offer courses in standard modern German, placing emphasis on both the spoken and the written word, thereby ensuring your ability to communicate adequately with German-speaking people throughout the world. At the same time, we help keep alive the German linguistic and cultural traditions characteristic of the Fraser Valley.

German 101:
Beginner's German I *3 credits*
Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces you to the basic principles of German language. Equal emphasis is placed on the spoken and the written word. German is used frequently in the classroom and you will have ample opportunity to learn through conversation, drill patterns, oral and aural comprehension testing, dictation and language laboratory tapes. There are no major examinations, as testing is performed weekly on an accumulative basis. If you have some knowledge of German you are encouraged to challenge this course.

German 102:
Beginner's German II *3 credits*
Prerequisites: GERM 101, or permission of instructor
Transferability: UBC, SFU, UVic

The continuation of GERM 101. By the time you complete GERM 102, you will have acquired good basic fluency in both the written and the spoken language. You will also acquire a sound knowledge of the structure of the English language as a valuable by-product of the course. If you have acquired some German at home or in school, you may register without GERM 101, but you will be required to write a short test.

German 201:
Intermediate German I *3 credits*
Prerequisites: GERM 102, or permission of instructor
Transferability: UBC, SFU, UVic

Develops your basic knowledge of spoken and written German. Grammar and idiom will be covered, while comprehension and composition work will be developed through assignments, class discussion and oral practice in the language laboratory. Fluency in both German and English will be emphasized. By studying a variety of literary, scientific and philosophical texts, you will become proficient in the language and knowledgeable about the history and culture of the countries in which it is spoken. As fluency in both German and English is emphasized, native German-speakers will find both GERM 201 and 202 valuable 'refresher' courses.

German 202:
Intermediate German II *3 credits*
Prerequisites: GERM 201, or permission of instructor
Transferability: UBC, SFU, UVic

Continues with the basic approach of GERM 201, developing your ability in both spoken and written German. Methods used include composition, aural comprehension, conversation and language laboratory drill patterns. At this stage you are introduced to the techniques of translation and to the basic methods of literary criticism and text analysis. by the end of GERM 202 you should, with the aid of a good dictionary, be able comprehend almost any modern German text. As fluency in both German and English is emphasized, native German-speakers will find both GERM 201 and 202 valuable 'refresher' courses.

Faculty

Alan Cameron, B.A. (Hons) (Calgary), M.A., Ph.D. (UBC)
Renate J. de Garcia

Russian

Why study Russian? Though Russian is not an easy language to learn, recent enrolments in Russian have increased significantly. It is the language of one of the three major world powers and is exciting to study. Russian has now become the

second language of science after English. It has an almost phonetic alphabet and a logical, though complex, structure.

Canada's geographical proximity to the USSR, along with increasing commerce with this vast untapped market, will require more Canadian service and diplomatic personnel trained in Russian. The Soviets and their cultures, so long in darkness for the average Canadian, will be illuminated by further co-operative space ventures, additional exciting hockey series and increased tourism and trade.

Russian 101:
Russian Language I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces the Russian language by an intensive study of the Cyrillic alphabet, the case and verb system, and essential vocabulary. Through the use of various audio/visual techniques to avoid translation, we teach you to speak, understand, read and write Russian by directly associating a visual idea with its verbal expression in Russian. Dialogues and conversations are placed within everyday situations to emphasize the 'creative' aspects of learning Russian. Considerable time is spent on films and slides to discuss life in the Soviet Union and familiarize you with Russian culture.

Russian 102:
Russian Language II *3 credits*

Prerequisites: RUSS 101, or permission of instructor
Transferability: UBC, SFU, UVic

Continues to develop your ability to express yourself in oral and written Russian. It is sequential to RUSS 101.

Russian 201:
Intermediate Russian I *3 credits*

Prerequisites: RUSS 101 and 102, or permission of instructor
Transferability: UBC, SFU, UVic

Reviews the important elements of Russian grammar studied in the first year, concentrating on the case and verb system. It develops your command of both oral and written Russian and introduces certain simplified texts for literary study. Films and slides are used to enrich the cultural content of the course.

Russian 202:
Intermediate Russian II *3 credits*

Prerequisites: RUSS 201, or permission of instructor
Transferability: UBC, SFU, UVic

This course, sequential to RUSS 201, is designed to continue the development of the study of the Russian language begun in the previous course.

Russian 251:
19th Century Russian Literature in English *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces you to the richness of the 19th century Russian society through its authors and their works. We take seven major authors of this period, such as Tolstoy, Dostoyevsky, Chekhov and Pushkin, and read selected works translated into English. These literary masterpieces are studied within the context of the historical, sociological and philosophical development of Russian society.

Russian 252:
20th Century Russian Literature in English *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

In this course, we try to understand the development of Russian society since the revolution by examining major works of seven post-revolutionary writers, including Pasternak, Solzhenitsyn, Zamyatin, and Sholokhov. Some are pro-Soviet and some are biased against the changes in Russia since 1917, but all are fascinating reading. Once again we read these works in English in an attempt to understand what has happened historically and politically in Russia in the last six decades.

Faculty
Alan Cameron, B.A. (Hons) (Calgary), M.A., Ph.D. (UBC)

PHILOSOPHY

The purpose of philosophy is to enable us to think well about the most important questions in our lives: What do I want to accomplish with my life? Does my life have any purpose? Do I live in a just society? Does God really exist? How should I treat others?

Obviously, philosophers are not the only ones who ask such questions. It is difficult to imagine anyone who has not asked and attempted to answer them.

The only way we can be satisfied with our answers is to find them for ourselves. We cannot do so by memorizing the ideas of others or by being intimidated by the 'wisdom of the ages'. We must learn to think clearly and creatively for ourselves.

In order to think clearly, philosophy students learn methods for analyzing problems and looking for solutions that avoid basic mistakes in reasoning. These methods can be applied to any problem or question.

In order to think creatively, philosophy students examine some of the outstanding original ideas of past and present so that we can discover where our present ideas originated, and so that we can use these ideas as a starting point for our thinking.

Since Socrates, the founder of Western Philosophy, was forced to drink hemlock by the citizens of Athens in 399 B.C., philosophy has had a subversive reputation because it asks the sort of questions that make people think for themselves.

The reputation is well deserved.

Philosophy 100:
Reasoning: An Essential Human Activity *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Have you ever been unable to figure out why someone's

reasoning wasn't quite right? Have you ever had your own cherished reasoning demolished by someone? Have your essays, exams, or lab reports ever been torn apart for being illogical?

If so, you need this course.

Good reasoning is the basis for successful thought and action. Good methods of reasoning help us to examine an issue or problem, to analyze it, to assess various solutions and to understand how to find the correct answer.

In order to detect and avoid errors in our reasoning, we will examine fallacies of reasoning, different forms of arguments, the concepts of truth and validity, proof and evidence, consistency and contradiction, definition and generalization, deduction and induction.

Throughout the course, we will apply our methods of reasoning to various issues, both practical and theoretical.

Note:
Students who took PHIL 100 prior to 1978 may take PHIL 100 for further credit.

Philosophy 110:
Morality and Politics *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

There have always been conflicts between individuals, and between social organizations and the individuals who compose them. What is the nature and source of these conflicts? Are they due to human nature? What rights and obligations do individuals have? What rights and obligations do social organizations — such as the state, a trade union, the family — have to their members? What are justice and freedom? These questions, and the answers offered by classic and contemporary authors such as Plato, Hobbes, Locke, Rousseau, Mill and Marx will be examined in lectures, films, discussion and writing.

Philosophy 120:
Knowledge and Reality *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Many of the traditional problems and arguments in philosophy can be viewed as dealing with the nature of human individuality.

Individuality is acclaimed as one of the great achievements of western civilization. The progress of civilization has often been measured by how much individuality is allowed to flourish. What is individuality? What makes me an unique individual?

In order to begin answering these questions, further questions need to be asked: When do I have free will to express my individuality? What is the relationship between my physical nature — my body — and my spiritual nature — my mind? Am I really anything more than a complicated thinking machine? What happens to me when I die?

Lectures, films, classic and contemporary reading, supplement discussion and writing.

Note:
Students who took PHIL 100 prior to 1978 cannot receive further credit by taking PHIL 120.

Philosophy 130:
Philosophy of Law *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Our legal and penal systems are often severly critized. We can better understand these criticisms and the issues they raise if we can answer a number of philosophical questions about the nature of law, punishment, and responsibility.

Why do we have laws? What is law: is it essentially a constraining force or is it a force for freedom?

What is the relationship of the law to morality: should the law enforce morality?

When is a person responsible for an act and thus legally liable for punishment? Why do we punish criminals: to deter crime, to rehabilitate the criminal, to 'pay back' the criminal? Is it ever justified to break the law?

These questions will be examined through classic and contemporary reading in the philosophy of law, lectures, films, discussions, and writing.

Philosophy 140:
Faith and Reason: Philosophy of Religion *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Religion is hailed for giving value to our lives where science and humanism fail, and it is condemned as a crutch, an illusion, a mere hedging of bets. What is the special character of religion? Is it appropriate to ask for evidence in religion, for example, in support of the existence of God, or does religion rely on special experiences of revelation and miracles?

These questions raise many further issues such as the nature of God, the possibility of an afterlife, and the nature of good and evil.

Responses to these and other questions given by people such as Plato, Descartes, Hume, Aquinas, and Freud will be examined in lectures, films, discussion, and writing.

Philosophy 210:
Contemporary Issues in Morality and Politics *3 credits*

Prerequisites: PHIL 100 and 110, or permission of instructor
Transferability: UBC, SFU, UVic

Through seminars and directed reading, problems of current interest in moral and political philosophy will be dealt with, including conflicts between dominant moral theories, between the demands of morality and of politics, and between theories of justice, freedom, and human nature.

Philosophy 220:
Issues in Metaphysics and Epistemology *3 credits*

Prerequisites: PHIL 100 and 120 or 140, or permission of instructor
Transferability: UBC, SFU, UVic

Through seminars and directed reading, traditional problems of metaphysics and epistemology will be examined, such as the nature of persons, theories of truth, free will and determinism, the nature of space and time, language and meaning, the relation of evidence to knowledge and belief, scientific method.

Faculty
Paul Herman, B.A. (U of Cal., Santa Barbara)

PHYSICS

Students, when they first encounter the subject known as physics, may experience thoughts similar to Alice's *(Alice's Adventures in Wonderland)* as she pondered the meaning of the poem, *Jabberwocky*. Alice commented, "It seems very pretty but, it's rather hard to understand. Somehow it fills my head with ideas - only I don't exactly know what they are!"

Although the concepts studied in physics may, at times, be a little troublesome, the pleasure it gives can more than compensate for its difficulty. Physics is considered to be a difficult subject because it uses a specific language — mathematics — that does not lend itself to the expression of nebulous or imprecise thoughts. However, it is this language that can ensure comprehension of the material being studied. Since one can demonstrate proficiency in this subject, students can expect high grades if they are diligent.

The importance of physics in all of our lives can not be overstressed. One thousand years from now, when one is asked to list the most important events of the twentieth century, the discoveries of physics will have top priority. To live in this century and not include a little physics in your intellectual diet may leave you mentally undernourished.

Note:
If you are not adequately prepared for the 100 level courses then you should consider the College Preparatory courses which are described in the Developmental Studies section of the calendar.

Physics 101:
Introductory General Physics I *4 credits*

Prerequisites: Physics 11 and Algebra 12, or permission of instructor. Students with Physics 12 or those enrolling in MATH 111 should take PHYS 111.
Transferability: UBC, SFU, UVic

This non-calculus course is intended for students with little background in physics. This course is not intended for University Transfer students, but is designed for non-science majors. It cannot be used as a prerequisite for Biology majors at SFU, unless a grade of B or better is awarded in both PHYS 101/102.

Topics covered include Newtonian mechanics of particles and rigid bodies; sound; laboratory experiments in the field of mechanics and sound. The object is to understand the fundamental laws of mechanics and sound and learn how to apply the theory to solve related problems.

The course will be presented using lectures, tutorials and laboratory experiments.

Physics 102:
Introductory General Physics II *4 credits*

Prerequisites: PHYS 101, or permission of instructor
Transferability: UBC, SFU, UVic

A non-calculus course. Topics covered include light; electricity and magnetism; atomic structure; laboratory experiments in the fields of electricity, radioactivity and magnetism.

The object is to understand the fundamental laws of electricity and magnetism and learn how to apply the theory to solve related problems.

The course will be presented using lectures, tutorials and laboratory experiments.

Physics 103:
Introductory Astronomy *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introductory and survey course in astronomy. Topics include: history of astronomy, timekeeping, calendars, exploring the sky, light and its properties, astronomical instruments and observations, special theory of relativity, and other selected topics.

A wide selection of in-laboratory and outdoor experiments will be expected of students. Emphasis will be on performing measurements of the night-time sky. This course does not presuppose any previous knowledge of physics or mathematics, however, students who have a background in these fields will find the course valuable because of its unique coverage of a wide range of modern theories.

Physics 104:
Astronomy *4 credits*

Prerequisites: PHYS 103
Transferability: UBC, SFU, UVic

The second half of PHYS 103, designed for students who wish to pursue their study of astronomy. Topics covered include: properties of stars, galaxies, life cycle of a star, modern theories in astronomy, origin and evolution of the universe. Students will be given a number of different laboratory exercises to supplement the material covered in class. The course will place emphasis on conceptual development rather than rigorous mathematical treatment.

Physics 111:
Mechanics and Sound *4 credits*

Prerequisites: Physics 11 with MATH 111 taken previously or concurrently
Corequisite: MATH 111 (Calculus)
Transferability: UBC, SFU, UVic

Students enrolled in this course have a fair background in both physics and mathematics from high school, so the course is intended for students who are planning to study engineering, science and life sciences. Topics covered include: Newtonian mechanics; vibrations and waves; laboratory experiments in the field of mechanics and sound.

The object is to understand the fundamental laws of mechanics and waves and learn how to apply the theory to solve related problems and to develop a feeling for the order of magnitude of physical quantities in real experiments.

The course will be presented using lectures, tutorial periods and laboratory experiments.

Physics 112:
Electricity, Magnetism and Waves *4 credits*

Prerequisites: PHYS 111 or PHYS 101 (Grade B+ or better), or permission of instructor
Corequisites: MATH 112
Transferability: UBC, SFU, UVic

The second half of PHYS 111 is designed for students who are planning to continue their studies in physics or any of the other sciences. Topics covered include electric fields. Gauss' Law, electric potential, circuits, Kirchhoff's laws. magnetic fields, magnetic induction, waves (refraction, interference, diffraction) and finally, a study of Maxwell's equations. The laboratory portion includes 10 experiments to reinforce theory covered in class.

Physics 211:
Optics and Spectra *4 credits*

Prerequisites: PHYS 101 and 102 (Grade B or better) or PHYS 111 and 112, or permission of instructor
Transferability: UBC, SFU, UVic

To extend the concepts studied in PHYS 102 and 112, this course includes laboratory experiments in optics and modern physics. A variety of examples is discussed in class. The course will be presented using lectures, tutorial periods, and laboratory experiments.

Physics 221:
Mechanics and Special Relativity *4 credits*

Prerequisites: PHYS 11 and 112
Corequisites: MATH 211 and 221
Transferability: UBC, SFU, UVic

This course extends the topics covered in PHYS 111. Topics covered include: kinematics, motion in polar coordinates, Newton's laws, momentum, work, some mathematical aspects of physics (gradient, divergence, curl, and Strokes' Law), angular momentum, forced and damped harmonic motion, relatively, and central forces. The laboratory portion of the course includes 10 experiments designed to supplement theory covered in class.

Physics 222:
Electricity and Magnetism and Circuits *4 credits*

Prerequisites: PHYS 221
Corequisites: MATH 212 and 213 or 214
Transferability: UBC, SFU, UVic

A study of steady state electric and magnetic fields; elements of D.C. and A.C. circuits; complex vector representation of sinusoidal quantities and electric and magnetic properties of solids. Experiments in voltage; current and impedance measurements; RC, RL and RLC circuits. The course will be presented using lectures, tutorials and laboratory experiments.

Physics 224:
Heat and Thermodynamics *4 credits*

Prerequisites: PHYS 101 and 102 or PHYS 111 and 112 or equivalent
Corequisites: MATH 211 or equivalent
Transferability: UBC, SFU, UVic

An introduction to the fundamentals of heat and thermodynamics. Topics include the laws of thermodynamics, phase change, kinetic theory of gases and classical and quantum statistical distribution. Laboratories on alternate weeks.

Faculty

George McGuire, B.Ed. (Sask.), B.Sc. (Sask.), M.Sc. (Portland), Prof. Teaching Cert. (Man., Sask., Alta., B.C.)
Robert Woodside, B.Sc. (McGill), M.Sc., Ph.D. (McMaster)

Staff

Marshall Langtry, B.Sc. (UBC), Prof. Teaching Cert. (B.C.)

POLITICAL SCIENCE

Political science attempts to study what is possible for humankind, and the public processes and institutions through which we seek to realize those possibilities. Thus, political science is the study of ends: happiness, freedom, prosperity, security; and political science is also the study of means: public law and authority, policy-making and administration, interest groups and political parties, political power and compromise, political action and public participation, political leadership and public opinion.

Political Science 110:
Canadian Politics *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Approaches the study of the governmental structures and institutions of contemporary Canada by considering social, political and economic factors which have exercised significant influence on their development. Canadian government will be viewed in terms of its dynamic interaction with the broader political environment.

Political Science 120:
Ideology and Politics *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An examination of the major political ideologies including conservatism, liberalism, Marxism and democratic socialism. The course centres around both political and economic doctrines with a view to the understanding and evaluation of contemporary North American and world politics.

Political Science 190:
International Relations *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A study of aspects of global conflict and world politics. The course provides students with the background necessary for an understanding of sources of power, techniques of wielding influence, and the formulation of foreign policy. The course will examine the origins of the cold war, imperialism, local and global wars, detente, and problems of militarization and disarmament.

Political Science 195:
International Organizations *3 credits*

Prerequisites: POSC 190, or permission of instructor
Transferability: UBC, SFU, UVic

The course examines the history and present status of international and regional governmental and non-governmental organizations which act in the international arena. Emphasis will be placed on organizations such as the United Nations, the North Atlantic Treaty Organization, the Warsaw Pact, the European Economic Community, and OPEC.

Political Science 200:
Introduction to Political Analysis *3 credits*

Prerequisites: POSC 120, or permission of instructor
Transferability: UBC, SFU, UVic

Introduction to various modes of political analysis, including classical perspectives, political economy and empirical political analysis.

Political Science 230:
Comparative Politics *3 credits*

Prerequisites: any 100 level course in political science, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the basic structures, processes and policies of modern governments through an examination of foreign governments. The course will concentrate upon western, advanced industrial nations including France, West Germany, Great Britain and the Soviet Union, with comparative reference to the United States and Canada.

Political Science 270:
Introduction to Political Theory *3 credits*

Prerequisites: POSC 120, PHIL 110, or PHIL 130, CRIM 130, or permission of instructor
Transferability: UBC, SFU, UVic

Introduction to the activity of political theory and the history of political thought. The course focuses on the political thought of Plato, Hobbes, Machiavelli and Orwell, with a view of the relationship between power and knowledge, tyranny and democracy, the state and the individual.

Faculty

Scott Fast. B.A. (Washington), M.A. (UBC)

PSYCHOLOGY

Psychology may be defined as the scientific study of behavior and mental processes. It is concerned with almost every aspect of our lives. Students will be exposed to a field of study that has assumed an increasingly important role in understanding and solving social and individual problems.

Psychology has developed as both a science and as a profession. Students will be introduced to the various approaches of psychology, including related theories and concepts.

While it will be discovered that there are not simple answers to such questions as "How should I raise my child?" or "Why do I feel this way?", students will learn that psychology can help one to appreciate the complexity of such questions and to seek and evaluate useful answers.

Note:
For courses numbered lower than 100, see the Developmental Studies Section of the calendar: College Preparatory Programs.

Psychology 100:
Topical Issues in Psychology *3 credits*

Prerequisites: none
Transferability: SFU, UVic

An in-depth inspection of issues current in psychology and contemporary society addresses topics such as the role of women, Canadian social psychology, behaviorism and the design of society. The specific topics chosen by the instructor will be announced before the beginning of the semester.

Psychology 101:
Introduction to Psychology I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Investigates the basic viewpoints of psychology with respect to learning, memory, thought, child developmlent, sensation and perception, and physiology.

Psychology 102:
Introduction to Psychology II *3 credits*

Prerequisites: PSYCH 101
Transferability: UBC, SFU, UVic

A continuation of PSYCH 101 studies the basic viewpoints of psychology with respect to emotion, motivation, personality, social influence, abnormality and psychological testing.

Psychology 201:
Experimental Psychology I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Basic techniques of descriptive and inferential statistics and their applications to psychological research. Methods of graphing, central tendency, dispersion, relationship and various parametric and distribution-free statistical tests are included.

Note:
This course is a prerequisite for some third and fourth year university courses in psychology.

Psychology 202:
Experimental Psychology II *3 credits*

Prerequisites: PSYCH 210, or permission of instructor
Transferability: UBC, SFU, UVic

The planning, conduct, interpretation and reporting of research in psychology; covers such topics as choice of variables, control of extraneous sources of variation, internal and external validity, experimental design, factorial designs, correlational research designs and single-subject research. Research projects are required.

Note:
This course is a prerequisite for some third and fourth year university courses in psychology.

Psychology 205:
Social Psychology I *3 credits*

Prerequisites: PSYCH 101, or permission of instructor
Transferability: UBC, SFU, UVic

Examines the effects of social stimuli on the behavior, thought and feelings of the individual; provides a broad survey of theory and research concerning such topics as attitude formation and change, social perception, attribution processes and interpersonal attraction, aggression and violence, and helping behavior.

Psychology 206:
Social Psychology II *3 credits*

Prerequisites: PSYCH 101 and 205, or permission of instructor
Transferability: UBC, SFU, UVic

Investigates major theories of social psychology and surveys

such topics as co-operation, competition, group dynamics and group differences. Contemporary social psychological research methods will also be studied.

Psychology 210:
Developmental Psychology I *3 credits*

Prerequisites: PSYCH 101, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the process of emotional cognitive and social development during infancy, preschool and school-age years.

Psychology 220:
Developmental Psychology 11 *3 credits*

Prerequisites: PSYCH 101 and 210, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the process of emotional, cognitive and social development during adolescence and adulthood.

Psychology 230:
Adulthood and Aging *3 credits*

Prerequisites: PSYCH 101, or permission of the instructor
Transferability: UBC, SFU, UVic

Addresses the psychological aspects of life after adolescence and may include topics such as maturity, marriage, job satisfaction, parenting, adolescence, influence of sex and age differences and death.

Psychology 240:
Psychological Disorders *3 credits*

Prerequisites: PSYCH 101 and 102, or permission of instructor
Transferability: UBC, SFU, UVic

This course surveys basic theory and research in abnormal psychology. Behavioral, psychoanalytic, physiological, and humanistic perspectives are investigated and used to explore various clinical disorders, including depression, schizophrenia, anxiety disorders, antisocial personality, etc. Assessment and treatment of disorders are also included.

Psychology 250:
Topics in Clinical Psychology *3 credits*

Prerequisites: PSYCH 101, or permission of instructor
Transferability: UBC, SFU, UVic

This course addresses the role of psychological factors in health and illness. Topics may include: theory and practice in biofeedback therapy, mental and physical factors in stress, approaches to stress management, relaxation and awareness training methods, and health enhancement.

Faculty

Valerye A. Hunt, B.A., M.A., Ph.D. (UBC)
Ronald C. Laye, M.Sc., Ph.D. (Alberta)
Astrid M. Stec, B.A. (Hons) (Toronto), M.A. (UBC)

RELIGIOUS STUDIES

Every society has developed ethical and moral systems, and in every society individuals ponder their relationship with the universe and the infinite.

To understand these impulses, we study myths, rituals, symbols and languages in the religious context.

Religion Studies 101:
Religions of the West *3 credits*

Prerequisites: none
Transferability; UBC, SFU, UVic

Studies of Judaism, Christianity, and Islam.

Religious Studies 102:
Religions of the East *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

The Vedic, Buddhist and Sikh faiths, and the Confucian way of life.

Religious Studies 140:
Faith and Reason: Philosophy of Religion *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Religion is hailed as giving value to our lives where science and humanism fail, and it is condemned as a crutch, an illusion, a mere hedging of bets. What is the special character of religion? Is it appropriate to ask for evidence in religion, for example, in support of the existence of God, or does religion rely on special experiences of revelation and miracles?

These questions raise many further issues such as the nature of God, the possibility of an afterlife, and the nature of good and evil.

Responses to these and other questions given by people such as Plato, Descartes, Hume, Aquinas, and Freud will be examined in lectures, films, discussion and writing.

Anthropology 230:
Religion and Culture *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

A comparison of religions of the Western and Eastern civilizations (Christianity, Buddhism, etc.) with those of tribal peoples (e.g. Inuit, Hopi) with the object of answering such questions as "What is religion?" "What does religion do for a society?" "What does religion do for individuals?" and "What is the place of religion in today's world?" Subjects include magic, myth, ritual, curing and witchcraft.

SOCIOLOGY

If you plan to work in an occupation that 'deals with people' then sociology may be for you.

If you have ever wondered why people sometimes do things they 'don't want to do' or don't do things they 'want to', sociology may be for you.

If you have ever wondered why one out of every five Canadians is 'poor', sociology may be for you.

If you have ever wondered what, in the 60's, caused women

to begin questioning their traditional places, sociology may be for you.

Sociology offers, above all, some different and deeper ways of understanding ourselves, our communities and the human world.

"Sociologists approach the explanation of phenomena or problems by seeking causes for them in the facts of people's membership in social groups and in the ways in which those groups are related to each." — Caulson and Riddell, 1970

Note:

For courses numbered lower than 100, see Developmental Studies section of the calendar: College Preparatory Programs.

Sociology 101:
Introductory Sociology I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An analysis of the basic concepts, methods and theoretical orientations which are characteristic of sociology, this course is designed to acquaint you with the discipline and to facilitate critical and logical thought concerning explanations of society and social interaction.

Sociology 102:
Introductory Sociology II *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course applies many of the concepts, theories and critical faculties developed in SOC 101 to a study of specific institutions and social processes in Canadian society. In particular, the course will look sociologically at the political, economic and social structures of Canadian society.

Sociology 210:
Social Problems of Canadian Society *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

This course examines a number of selected social issues in Canadian society from a variety of theoritical perspectives. It focuses on change and continuity in Canadian society. Issues include poverty and power, the place of ethnic and minority groups, social impacts of economic change, and other social problems facing Canadians.

Sociology 220:
Sociology of Women — Women in Canada *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Many women demand changes in their traditional role. This course examines these demands and traditional roles in an attempt to understand the relationship between women, the family and community in industrial society. Particular attention is paid to researching local issues and structures.

Sociology 230:
Individuals, Institutions and Social Change *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

As members of a society, we spend our lives working, and playing within a variety of institutional structures. From birth through infancy, childhood, adulthood and old age, our lives and consciousness are molded by social forces. This course will focus on education and racial stratification, with attention also being paid to the family, the 'work place' and other socializing agencies.

Sociology 240:
Canadian Regional Studies *3 credits*

Prerequisites: none

Canada, although tied together by a variety of fragile legal and economic bonds, is a country of incredible economic and cultural diversity. This course attempts to acquaint students with the unique nature of Canada's regions and sub-regions. Within the context of Canadian development, students will explore one or two regions in an attempt to understand the social and economic issues affecting them.

Faculty

Kevin Busswood, B.A. (Hons) (UBC)
Colin Ridgewell, B.Sc. (Southampton), M.A. (SFU)
Douglas R. Hudson, B.A. (UVic), M.A. (McMaster), Ph.D. (Alberta)

Note:

Some sociology courses may be available as Directed Independent Study courses. Check with Student Services to find out what is available in any semester.

THEATRE

The aim of the Theatre program is to develop the skills and insight necessary to understand and successfully participate in the liveliest and oldest of the arts. The Department offers a two-year program with emphasis on practical theatre which provides learning opportunities for a wide range of theatre interests. First and second year university transfer courses and professionally directed productions are for the serious student, while weekend workshops, lectures and tours are available for those with limited time. You may want to take Theatre at F.V.C. for one or several of the following reasons:

- develop pre-professional skills to be further developed in full-time theatre schools;
- improve your abilities as a community theatre participant;
- pick up university transfer credits for future degree programs;
- complement ENG 130 and 230, which treat plays as literature;
- complement Fine Arts or other college programs;
- develop confidence and communication skills;
- become a better audience member.

The season of theatre mounted in the Theatre Department's 100-seat studio theatre, and in the Chilliwack Arts Centre is a vital component of the theatre program. Plays are chosen to exploit and develop the talents of theatre students. Emphasis is placed on producing Canadian plays, new scripts, and classics. During the summer months, the Theatre Department provides employment opportunities for theatre students.

Not all of the courses listed below will be offered in any one semester.

Theatre 095
The Theatre in You

Prerequisites: none

An exploration of the theatrical process as it relates to

increasing expressive and communicative skills. An important element of the course is the development of stories into theatre.

Theatre 101:
Introduction to Theatre I *3 credits*
Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the theory and practice of the theatrical arts. Through lectures, seminars, workshops, play readings, films and theatre visits, you will study the development of theatre arts from ancient Greece to Elizabethan England.

Theatre 102:
Introduction to Theatre II *3 credits*
Prerequisites: THEA 101, or permission of instructor
Transferability: UBC, SFRU, UVic

Surveys the development of theatre arts from the 17th century to modern times. Lectures, seminars, workshops, play readings, films and theatre visits are part of the course.

Theatre 111:
Acting I *3 credits*
Prerequisites; none
Transferability: UBC, SFU, UVic

Intergrates the development of the actor's resources with learning the first stages of a systematic approach to the acting craft.

Theatre 112:
Acting II *3 credits*
Prerequisites: THEA 111 or permission of instructor
Transferability: UBC, SFU, UVic

Continuation of the development of the actor's skills begun in Acting I. You will participate in scenes from major dramatic works.

Theatre 199:
Practicum I *3 credits*
Prerequisites: Permission of instructor
Transferability: WWU

Intense practical experience in theatre performance and production.

Theatre 211:
Acting II *3 credits*
Prerequisites: THEA 112, permission of instructor, or audition
Transferability: UBC, SFU, UVic

This is an intermediate acting course focusing on textual analysis and the performance of short scenes.

Theatre 212:
Acting IV *3 credits*
Prerequisites: THEA 211, or permission of instructor, or audition
Transferability: UBC, SFU, UVic

Emphasis in this course is placed on interpretation and characterization. Students will prepare and present several scenes and one full length play.

Theatre 221:
Introduction to Technical Theatre *3 credits*
Prerequisites: THEA 102, or 112, or permission of instructor
Transferability: UBC, SFU, UVic

An introduction to the techniques of stage management, makeup, lighting, costume and set construction. There will be practical production assignments in these areas.

Theatre 222:
Introduction to Design *3 credits*
Prerequisites: THEA 211, or permission of instructor
Transferability: UBC, SFU, UVic

A continuation of THEA 211 introducing the elementary principles of set, costume and lighting design. You will participate in practical application of these arts.

Theatre 299:
Practicum II *3 credits*
Prerequisites: Permission of instructor
Transferability: WWU

Advanced practical experience in theatre performance and production.



Supplemental credit-free courses are offered in conjunction with the Continuing Education Division. These courses vary but may include movement, mask, speech, directing and playwrighting.

The Department also sponsors public lectures, trips to professional and university productions and visits by touring theatre groups.

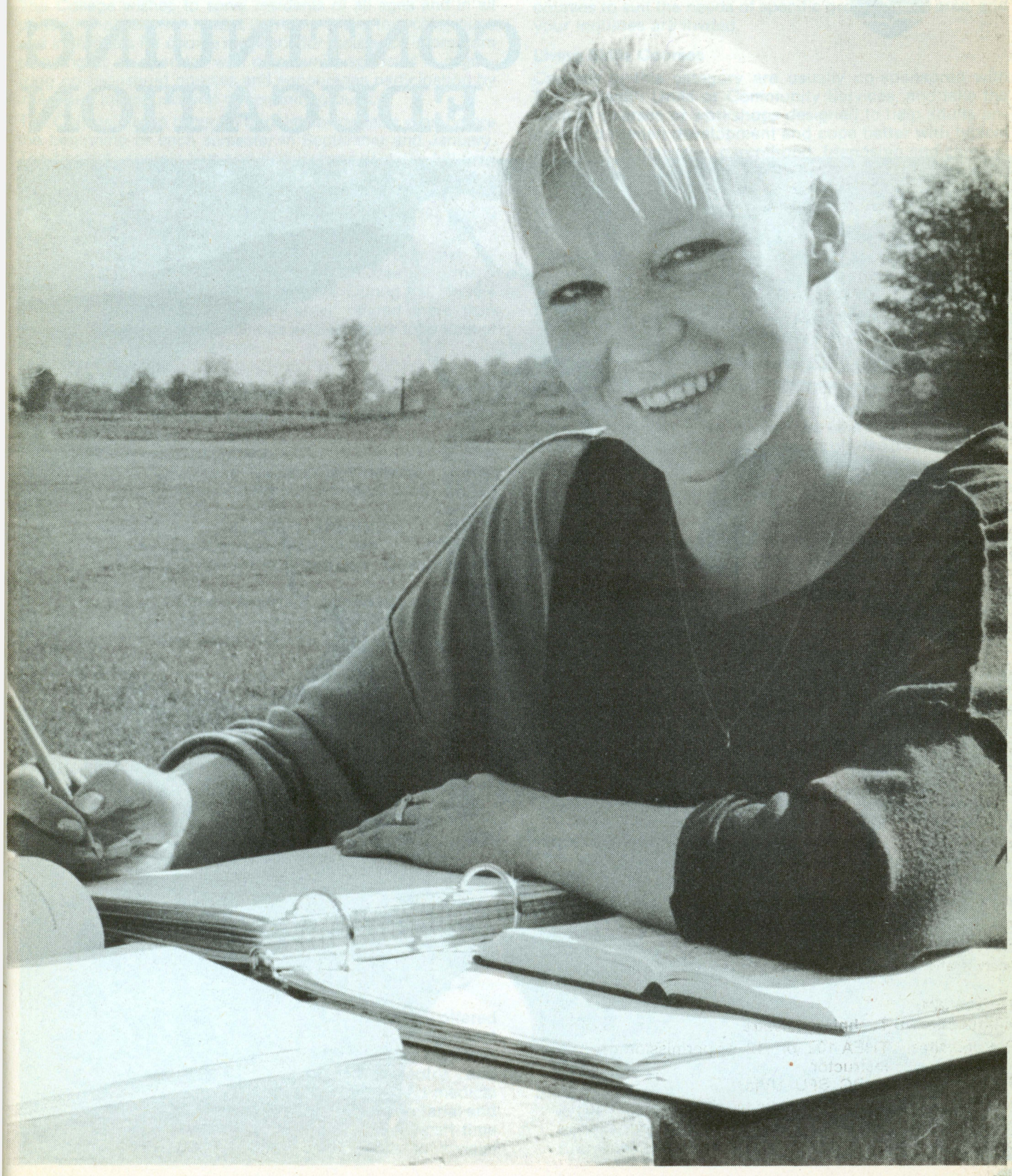
Faculty
Ian Fenwick, B.A. (Brock), B.A. (Hons) (Queen's), M.F.A. (UBC)
Astrid Beugeling, B.F.A. (University of Victoria)
John Carroll, B.A. (Weslgyan), M.F.A. (UBC)
Lynne Wells, B.Sc. (Hons) (Windsor)

Staff
Jody Cameron
Rick Mawson

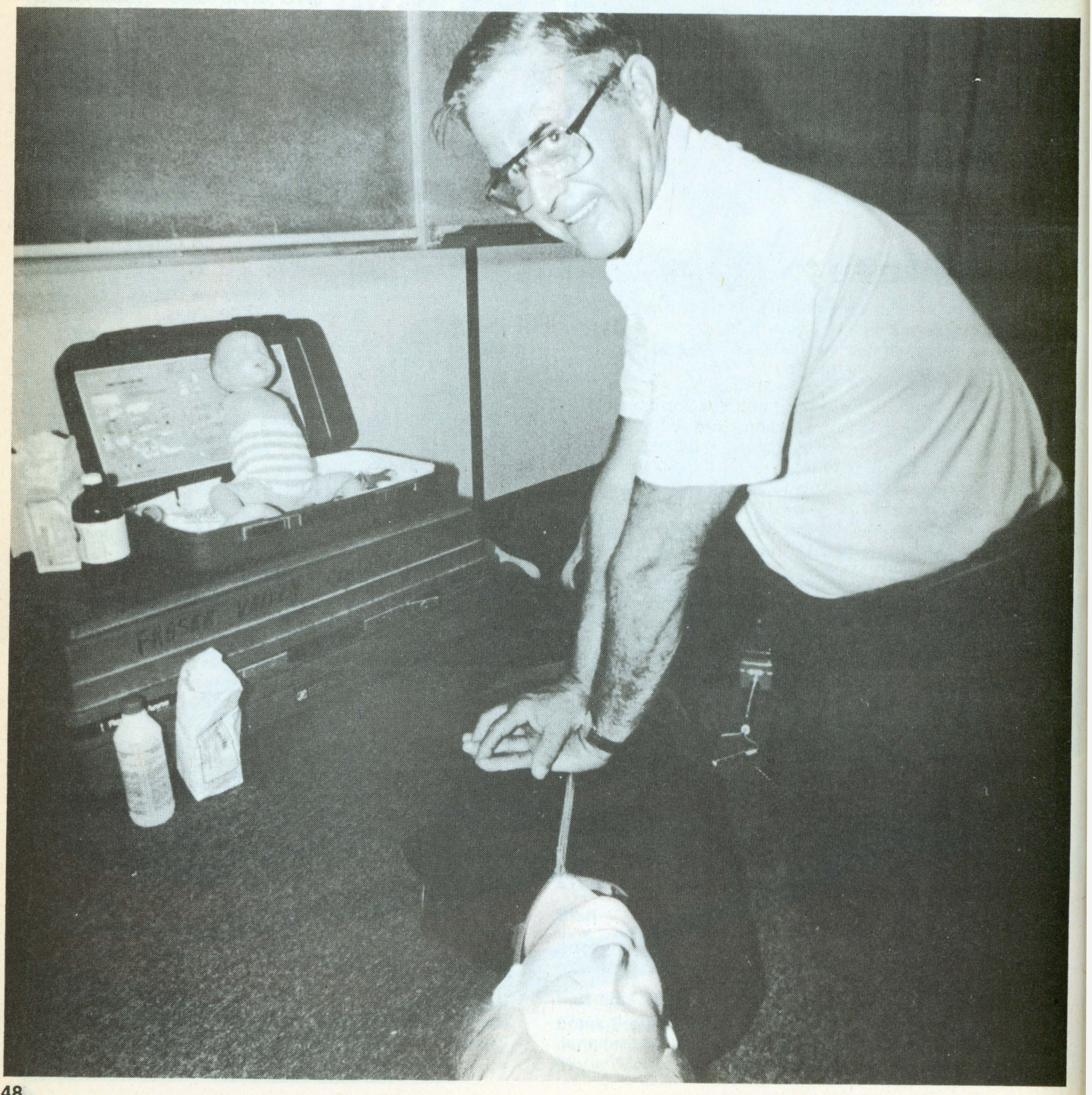
Part-time Staff
Frank Froese
Jennifer Matthias
Muriel Morris, B.A. (Hons) (UBC), M.Ed. (UBC)

DIRECTED INDEPENDENT STUDY

Some courses at Fraser Valley College are offered on a Directed Independent Study basis, an approach which allows students to complete a University Transfer course without having to attend regularly scheduled classes. Additional details are available from Student Services and the Regional Offices.



CONTINUING EDUCATION



The Continuing Education program includes courses in many subject areas which in the past were known as 'adult education' or 'night school'. Continuing Education courses are offered at Fraser Valley College's two main campuses and in many other locations around Chilliwack and Abbotsford, and in community facilities in Mission, and Hope. The courses are offered on a short-term or part-time basis during evenings, daytime and weekends.

The College wishes to serve residents of all ages and in all parts of the community and therefore looks to local groups and individuals for course ideas and for assistance in program planning. It co-operates with community agencies in organizing co-sponsored courses and encourages participation by interested individuals and community groups.

The College issues program booklets twice each year, before the beginning of each semester in September and January. The booklets contain lists and descriptions of all the full-time and part-time courses being offered in the region. Delivered without charge to every household in the college area, the publications contain all the information necessary for you to enrol in a college course.

The Continuing Education Division has an extensive instructional program, offering non-credit courses in as many fields as it is possible to find instructors. During the 1983-84 academic year, 'Continuing Education' offered more than eight hundred classes, workshops and seminars for a total of more than 14,000 registrations.

Continuing Education Personnel

Susan Witter, *Associate Dean of Continuing & Developmental Education*
Catherine Sorensen, *Secretary*
Frank Dolman, *Coordinator, Vocational Programs*
Ronald Coreau, *Community Program Coordinator, Abbotsford*
Barbara Harms, *Program Assistant, Abbotsford*
Cheryl Pohl, *Program Assistant, Abbotsford*
Rae McCombs, *Community Program Coordinator, Chilliwack*
June Johnstone, *Program Assistant, Chilliwack*
Beryl Fredrickson, *Regional Programmer, Hope*
Catherine McDonald-Smith, *Community Program Coordinator, Mission*
Lorraine Waller, *Office Assistant, Mission*
Tim Segger, *Director of Contract Services*
Jerry Enger, *Secretary Assistant*
Jean DePape, *Evening Supervisor, Abbotsford*
Sara-Lynn Merritt, *Evening Supervisor, Chilliwack*
Frederick Bell, *Weekend Supervisor, Abbotsford*
Tracy Johnstone, *Weekend Supervisor, Chilliwack*

Included in the Continuing Education program are courses such as these:

University Transfer and Career Courses

University transfer and career courses, when offered as evening classes or in the regional centres, are the joint responsibility of the Division of Instruction (for instructional staff and materials) and the Division of Continuing Education (for support services).

Part-time Vocational and Business Courses

Many business, trade and occupational courses are offered on a part-time basis for both upgrading and pre-employment training. These courses include airbrake training, business management seminars, bookkeeping, carpentry and construction trades, drafting, gasfitting, legal and medical office training, trades qualification courses, secretarial and stenographic skills, electronics and welding. Many part-time vocational courses are offered in response to special requests by business, industry and labor. The College has the capability to respond quickly to requests for specialized training courses.

Agricultural Courses

Offered primarily for people now employed in agriculture, part-time courses include subjects such as pesticide use and dispersion training, cattle nutrition, and a variety of crop courses. The College is able to set up short-term agriculture courses to suit the needs of specific groups in the area, and your inquiries are invited.

Living Skills Courses

Courses in this category are usually co-sponsored with Public Health Units or Community Services, and take the form of courses or workshops designed to help adults understand human development and cope better with typical life crises in marriage, parenthood, friendship and careers.

Many courses are designed with a specific group in mind. For example, special classes for senior citizens, single parents, women, and people nearing retirement may be offered.

College and Community Sponsored Cultural Events

The College supports and promotes, with other community groups, a variety of non-traditional educational activities. These events or activities are usually co-sponsored and can range from major events like the Harrison Festival to the organization of speakers and discussion groups.

General Interest Courses

The College also offers general interest courses for adults in the community to make their leisure time more constructive and enjoyable. A variety of courses is offered throughout the year. Typically they fall into the following categories:

Fine Arts — drawing, painting, ceramics, carving, lithography, etc.

Crafts and Hobbies — knitting, short story writing, woodworking, crochet, bird taxidermy, guitar, etc.

Cooking and Sewing — tailoring, interior decorating, specialty cooking, sewing, etc.

Sports Dance and Fitness — yoga, tennis, volleyball, dancing, etc.

Early registration in general interest courses is advised, since some classes fill up very quickly while others may be cancelled if enrolment is too low. The direct cost of operating these classes is met by student fees.

Theatre — voice, Shakespeare, lighting, movement, makeup.

Family Life — childbirth classes, citizenship preparation, effective parenting, etc.

Regional Centres

The Continuing Education Division administers the College's regional centres in Hope and Mission. These centres are staffed by a regional programmer and a part-time assistant who set up courses and deliver programs to their communities. The centres also offer these services:

1. Registration and program information.
2. Vocational and career program information.
3. Counselling appointments.
4. Learning resources. All of the resources and services of the main Learning Resources Centres are available on request. In addition, a small collection of paperbacks is kept available to community borrowers.
5. Audio/visual equipment, such as cassette recorders and projectors, is available to instructors. Students should inquire about their needs. Ask at your regional centre for further information.

Regional centre staff invite your suggestions, ideas and comments. These people are the liaison between the College and the communities they serve, and they welcome your input. Please drop in!

Course Co-sponsors

The College would be unable to operate effectively without the co-operation of many agencies and organizations in the region. More than 30 groups are actively working with the College in co-sponsoring educational and activity programs of many types.

Typical of these co-sponsoring organizations are: the Harrison Festival Committee, the Valley Women's network, Chilliwack Area Indian Council, Chilliwack Community Services, MSA Hospital, Regional Library, Mission Indian Friendship Centre, and the RCMP.

The College is grateful to these organizations and many others for the assistance they provide in bringing more effective programming to the people of the Fraser Valley.

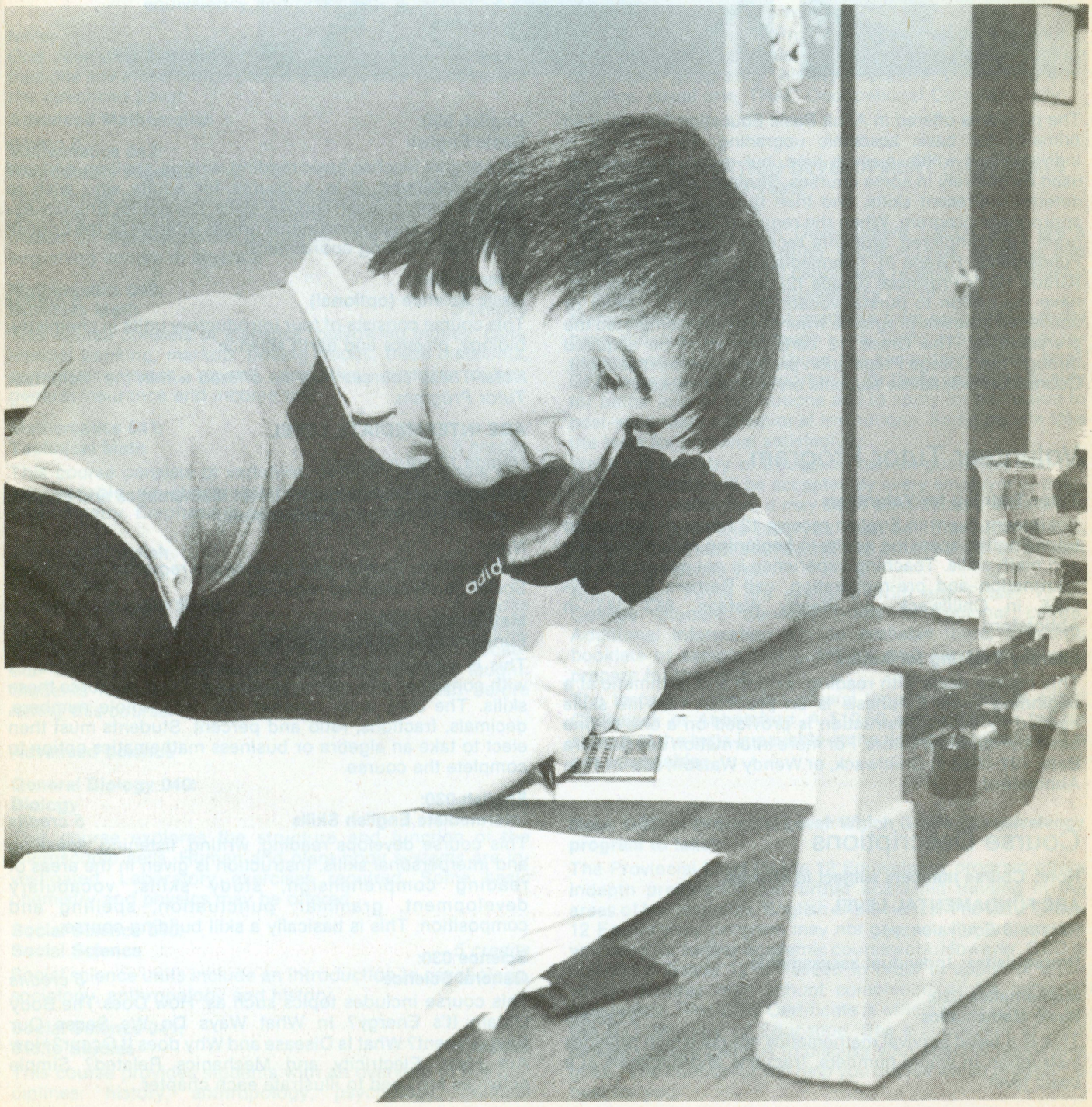




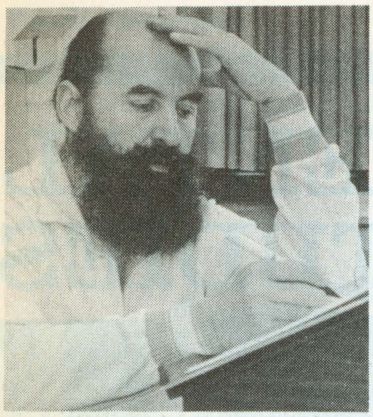
CONTRACT SERVICES

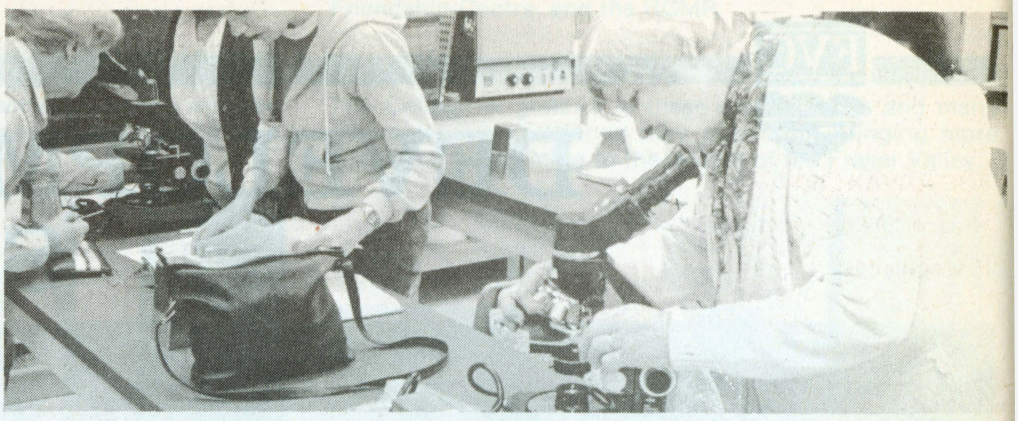
The Continuing Education Division also arranges courses for agencies, institutions, business or other groups by contract. Both credit and non-credit courses are available. The College will supply the instructor, materials or texts, and administration courses for a specific fee. Course content may be specified by the contracting agency in some cases, or courses may be adapted to suit the needs of the agency or business. For instance, the College currently provides, through its Contract Services Department, staff training and specialized professional development programs, as well as a variety of other courses under specific contractual arrangements with business, organizations, agencies and other special interest groups within the college region. Other professional services in such other areas as research and consulting are also available.

DEVELOPMENTAL STUDIES



ADULT BASIC EDUCATION (ABE)





The programs offered in Adult Basic Education are designed primarily for basic academic upgrading. Each course is individualized within a given time, but group instruction is used extensively in some courses. Students are assessed to determine present skills, and then they are placed in the appropriate program. When the required courses for a program are completed, students receive the equivalent of a Fundamental (Grade 8), Intermediate (Grade 10), Advanced (Grade 11) or Provincial (Grade 12) certificate. Students then have the option to pursue vocational, technical, career or academic courses/programs when they have completed the prerequisites. The Grade 12 certificate must be acquired through the College Preparation program (see next section). Counsellors will advise students on course selection.

Volunteer Tutor Program

Tutor Training for Volunteers

Volunteers fluent in English receive 12 hours of training to tutor English-speaking adults in **beginning** reading, writing and math skills. Teaching experience is not necessary. For information and pre-registration, call Barbara Bate, 792-0025 in Chilliwack, or Wendy Watson, 853-7441 in Abbotsford.

Literacy Training for Adults

This course deals with reading, writing and arithmetic at a **beginning** level. Emphasis is on practical, real life skills needed by adults. Instruction is provided on a one-to-one basis by volunteer tutors. For more information call Barbara Bate, 792-0025 in Chilliwack, or Wendy Watson, 853-7441 in Abbotsford.

Course Descriptions

Note: Course numbers subject to change.

ABE FUNDAMENTAL LEVEL

(Grade 8 Equivalency)

Prerequisites: Individual assessments

Mathematics 020:
Basic Mathematics *5 credits*

This is a basic survival mathematics course which provides instruction in whole numbers, fractions and decimals at a basic level.

English 020:
Basic English *5 credits*

This course teaches basic reading, writing, spelling, and oral communications. It is a course for adults who wish to develop basic English survival skills. It is not for English-As-A-Second-Language students unless referred by the English Language Training coordinator

Science 020:
Basic Science (optional) *5 credits*

This course consists of four introductory units in chemistry, biology, physics and earth science.

Note: These courses may be offered within the Volunteer Tutor Program.

ABE INTERMEDIATE LEVEL

(Grade 10 equivalency)

Prerequisites: Fundamental Level Mathematics and English and/or an individual assessment.

Note:
Mathematics, English and Science are required at this level. Social Studies may be required.

Mathematics 030:
Fundamentals of Mathematics *5 credits*

This is a course in the basic fundamentals of mathematics with consumer and career applications that reinforce these skills. The core units covered deal with whole numbers, decimals, fractions, ratio and percent. Students must then elect to take an algebra or business mathematics option to complete the course.

English 030:
Intermediate English Skills *5 credits*

This course develops reading, writing, listening, speaking and interpersonal skills. Instruction is given in the areas of reading comprehension, study skills, vocabulary development, grammar, punctuation, spelling and composition. This is basically a skill building course.

Science 030:
General Science *5 credits*

This course includes topics such as: How Does The Body Obtain It's Energy? In What Ways Do We Sense Our Environment? What Is Disease and Why does It Occur? How Are Heat, Electricity and Mechanics Related? Simple activities are used to illustrate each chapter.

Sto:lo Studies 030:
Sto:lo Studies *5 credits*

This course covers the topics of Sto;lo history 1800-1900, contemporary Sto;lo, political and social issues.

OR

Social Studies 030:
Intermediate Social Studies *5 credits*

Course description not available at time of printing.

ABE ADVANCED LEVEL

(Grade 11 Equivalency)

Prerequisites: Intermediate Level Mathematics, English and Science and/or high school Grade 10 equivalency and/or individual assessment.

Note:
One advanced Mathematics, English and Science course, plus one advanced option course must be taken to complete the Advanced Level.

Advanced Mathematics

Mathematics 042:
Introductory Algebra: *5 credits*

This course covers real numbers, equations, polynomials, factoring, fractions, linear equations, functions; emphasis is placed on algebraic word problems. This is designed as a beginning course in algebra.

Mathematics 040:
Business Math *5 credits*

This course consists of statistics, borrowing money, commercial banking, markup, pricing goods, trade discounts, commission sales, payroll, annuities, customs duties, general insurance and income tax.

Mathematics 041:
Technical Math *5 credits*

This course consists of variables, polynomials, single and two variable equations, relations, quadratics, logs and trigonometry. Emphasis is on solving word problems.

Advanced English

English 040:
Advanced English Skills *5 credits*

This course consists of in-depth writing assignments. Reading and study skills, oral communications skills, vocabular development, grammar and spelling are also taught. Students must have good basic skills in English before taking this course.

Advanced Science

General Biology 040:
Biology *5 credits*

This course explores the structure and function of the microscopic cells. Human and plant body systems are investigated. Laboratory exercises required. Some basic chemistry and physics may be offered.

Social Science 040:
Social Science *5 credits*

Social science units include an introduction to psychology, sociology, anthropology and history.

Social Science 041:
Sto:lo Studies *5 credits*

This course provides students with an overview of five disciplines: history, anthropology, psychology, political science and sociology. These subject areas are illustrated with extensive references to Native Indian people, particularly the Sto:lo or Indians of the Upper Fraser River.

Options for Advanced Level

These options must be selected from College Prep courses in consultation with a counsellor.

PROVINCIAL LEVEL

(Academic Grade 12 Equivalency)

English 095 with a literature component, mastery of mathematics at an advanced level, plus three other subjects at the Provincial Level, must be completed for a Provinical Certificate. Subjects must be selected from College Preparation courses (see next section).

Options for Provincial Level

Appropriate options for Provincial Level include: accounting, algebra, biology, chemistry, drafting, electronics, foreign languages, geography, history, literature, performing arts, physics, visual arts, TRAC Occupational Core/Specialty.

GENERAL EDUCATION DEVELOPMENT (GED) TESTS
Preparation for GED Tests
Grade 12 Equivalency

The General Education Development (GED) tests are a series of five tests in writing, social studies, sciences and mathematics. Successful candidates receive a B.C. Ministry of Education Grade 12 Equivalency Certificate.

Many adults who did not graduate from secondary school have acquired skills through work, living experience or independent study at or above the secondary school level. GED tests provide an opportunity for these people to qualify for better jobs or promotions and to apply for admission to post-secondary educational institutions. Some people take the tests for personal satisfaction.

While the Ministry of Education cannot guarantee that the GED certificate will be accepted by every employer or post-secondary institution, it may be of considerable assistance.

When you write the test, you must be 19 or older, a B.C. resident for at least six months, and out of school for at least one full academic year.

Application forms are available from any Fraser Valley College Student Services office or regional centre. Additional information will be available there, including booklets of sample test questions and advice on how to prepare for the tests.

The tests are scheduled several times each year in either Chilliwack or Abbotsford. A $10.50 administration fee for all/any of the tests is payable at the time of application. It is not refundable.

Note: GED or Provincial Level: Which Grade 12 equivalency program to take?

The Provincial Level Grade 12 Equivalency program offers indepth preparation for further academic training in the areas of Mathematics, English and Science. The GED Grade 12 Equivalency program may not give you the preparation you need for further academic coursework. However, GED is suitable if Grade 12 is needed in order to apply for a job which requires high school completion or for personal satisfaction. The GED Certificate is officially recognized by the B.C. Ministry of Education. See a counsellor at your closest college campus to discuss your specific needs and goals. The counsellor will help you decide which program is best for you.

Dates and Location

Upgrading programs are offered on a full- and/or part-time basis in Abbotsford, Chilliwack, Mission and Hope during the months from September through June.

Programs may also be offered in other outreach locations such as Indian reserves.

More information about dates and locations can be obtained at any college centre.

Entrance Requirements

For all Adult Basic Education programs you must be 19 years of age or older, or 17 and out of public school system for at least one year.

How to Apply

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) In some centres you will also be given an appointment with a counsellor to discuss your program.
2. Submit your completed application form (at the back of the information kit) to the Records and Registration office at any Fraser Valley College centre.
3. You must attend an information/orientation session where you will have a chance to learn what the ABE program involves. Your educational level will then be assessed. You will be told about the information/orientation session when you turn in the application form.
4. After the assessment, your name will be put on a wait list for the program level you need. The Registration office will advise you where and when to register.

Fees

Fees are paid on a monthly basis.

They are $18.09 per course per month, and include 8% for the Student Society and Activities fee. A full-time student would take three courses which cost $54.27 per month.

Note: Fees listed were applicable at time of printing but are subject to change.

Under certain conditions, training costs and financial aid may be available through your local Canada Employment Centre, Indian Band District Councils, Ministry of Human Resources, and other agencies. Ask the agencies concerned for more information.

Faculty

Velma Alford, B.A., Cert. of Ed. (U. of Man.), College Prep Area
Barbara Bate, B.A., B.Ed. (U. of Sask.), M.Ed. (WWU) Prof. Teacher's Cert. (Alta.)
Garnet Brown, B.A. (Seattle Pacific University), M.A. (Alberta)
Neil Campbell, B.A. (Seattle Pacific University)
Jane Cannon, B.A. (Mundelein College, Chicago) M.S.T.M. (U. of Santa Clara) - College Prep Area
Tom Davis, B.Sc. (Texas/Arlington), Prof. Teachers' Certificate (Texas and B.C.)
Verna Fleming, Permanent Teachers' Certificate (B.C.)
Sheryl Henderson, B.A., Permanent Teachers' Certificate (B.C.)

Nym Hughes
Marie Moore, Permanent Teachers' Certificate (London University and B.C.)
Mary Phelps, B.A. (Toronto), M.A. (Toronto)
Wendy Watson, B.A. (SFU), P.D.C. (SFU)
Perla Werk, P.D.C., Permanent Teachers' Certificate (B.C.) B.Ed.

Staff

Darlene Cameron
Dorine Garibay
Jacqueline Phare
Mary Saunders, SRN
Bertha Solvey, Human Services Diploma (FVC)

ADULT SPECIAL EDUCATION

(Services and programs for individuals with special needs)

Services

— Counselling — educational and vocational relating to needs for special services.
— Assistance in registering and time-tabling.
— Individual campus orientation tours — Abbotsford and/or Chilliwack
— Campus access information.
— Pre-registration consultations with instructors for special needs students arranged on request.
— Volunteer services arranged on an individual basis to provide assistance in taping, note taking, library research, typing, etc.
— Equipment is available for use by students with a disability — four track recorders, electronic visual aid, brailler, talking calculators, etc.
— Access to information regarding courses and resources available to special needs students from other institutions and agencies in the province.
— Adult Special Education coordinator available for consultation at all Fraser Valley College campuses.

Programs

Abbotsford
Life Skills Program

The Life Skills program offers a variety of courses designed to increase competence and independence for adults who are mentally handicapped.

Classes run from September to December and January to June in communication and social skills, functional literacy, money-handling and work preparation.

New students must arrange an interview with the instructor. All students must register for classes through the instructor.

For further information call Nym Hughes at 853-7441, local 264 or Garnet Brown, 853-7441, local 341.

Abbotsford — Chilliwack

Volunteer Learning Companions Program

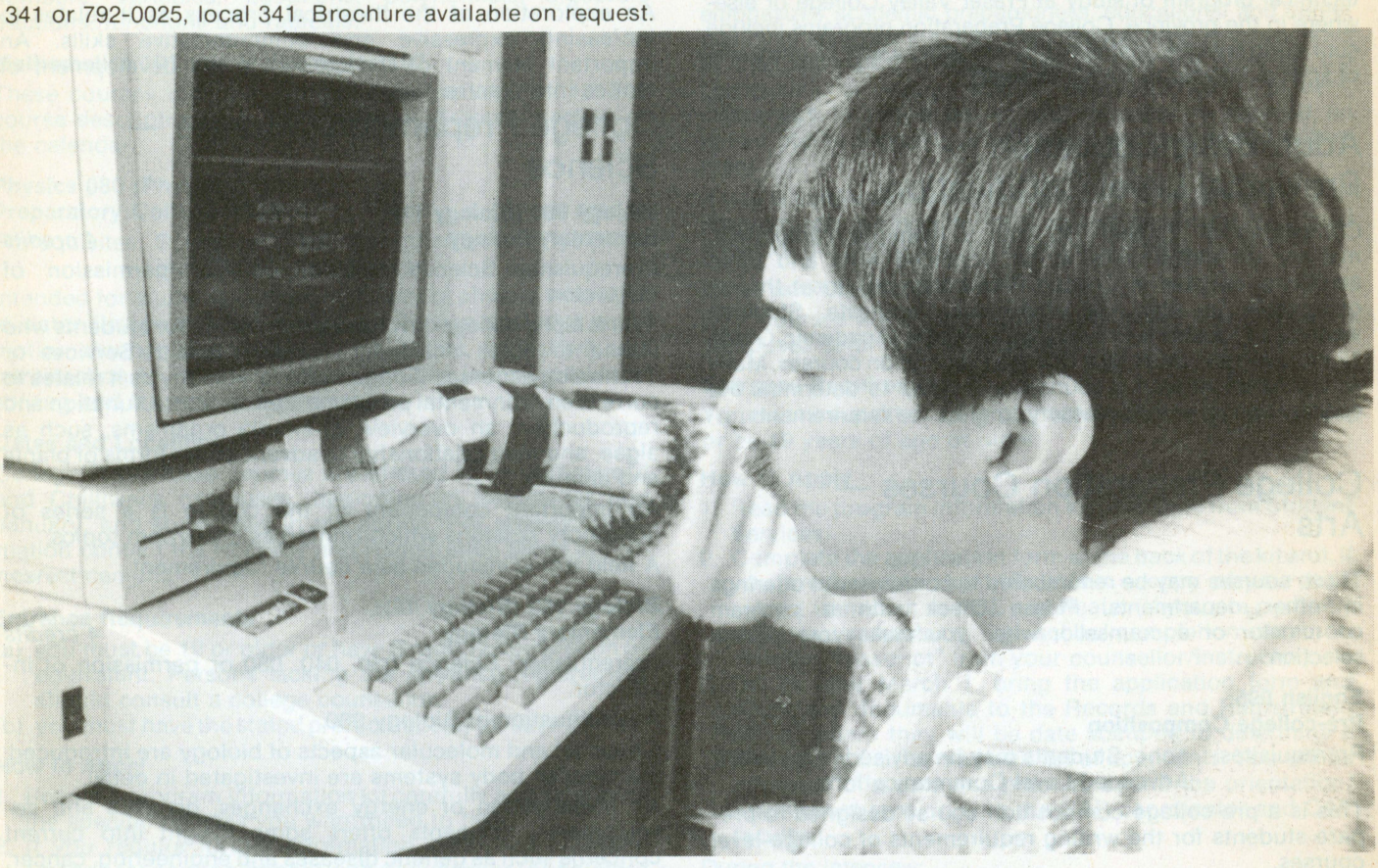
This program will provide volunteers with the skills required

to work with self assurance and confidence with students who have special educational needs. This includes students who are mentally handicapped. On completion of the program volunteer assistants will be able to provide competent instruction to special needs students on a one-to-one basis.

For further information call Garnet Brown at 853-7441, local 341 or 792-0025, local 341. Brochure available on request.

Tutorial Workshops for Special Needs Students

Individual tutorials, including assessment of learning problems, will be provided to students with a disability. For further information and a pre-registration interview, contact Garnet Brown, 853-7441 or 792-0025 local 341.



ENGLISH LANGUAGE TRAINING

The English Language Training program at Fraser Valley College has two main parts. Each part has three levels. **Basic English** provides beginning students with enough English to survive in local Canadian culture. The emphasis is on speaking and listening. **Academic English** is for intermediate/advanced students who want to have enough English to take ABE Intermediate Level or university classes. All language skills are included, but there is more emphasis on reading and writing. Students must complete Basic English or show on an interview test that they know Basic English before they can take Academic English.

Basic English

Level A (literacy, pre-beginner)
Level B (lower beginner)
Level C (upper beginner)

Academic English

Level D (intermediate)
Level E (advanced)
Level F (bridge, very advanced)

Students normally need about 250 hours of class to complete each level. Students at the lower levels who want to complete the entire program are encouraged to take daytime classes. Completion of the program through evening classes is difficult and takes many years. Students who cannot read or write in their own language or other beginners who cannot attend regular classes may obtain help with a tutor.

Entrance Requirements

For all English Language Training courses you must be 19 years of age or older, and a Canadian citizen or landed immigrant. All students must be interviewed prior to placement in classes.

How to Apply

Complete information concerning dates and locations may be obtained from Student Services and the regional offices of the College.

Fees and Additional Costs

Fee for evening courses is $30.24. Fee for the full-time, day course is $72.36 for four weeks. Fee for part-time, day classes is $36.18 for 60 hours. This includes an 8% Student Society and activities fee.

Note: Fees listed were applicable at time of printing but are subject to change.

COLLEGE PREPARATION

Fraser Valley College offers a number of courses and programs for students wishing to upgrade their present level of skill and/or prepare to enter a particular academic, career or technical program of study at Fraser Valley College or elsewhere in the province. College Preparation programs include courses in science, mathematics and arts as well as programs of special interest to Native students.

Adult Basic Education — Provincial Level Certification

Completion of English 095 with a literature component, mastery of Mathematics at an advanced level and three additional courses in College Preparation will meet the requirements for the ABE Provincial Certificate. Students wanting to receive a Provincial Certificate (Academic Grade 12 Equivalency) must take College Preparation courses. Make an appointment with a counsellor in order to determine the specific course work necessary to meet the requirements.

College Preparation Courses — Arts

These courses may be renumbered to conform with offerings in other departments. Please check with a program coordinator or a counsellor when you make your course selection.

English 095:
Pre-college Composition *3 credits*

Prerequisites: none. Students may be advised to take ABE Advanced Level Communications

This is a pre-college composition course designed to prepare students for the writing requirements of college-level courses.

French 095 (French 11);
Introduction to French *3 credits*

Designed for students who have not studied French before. Fench 095 teaches you to speak the language as well as read and write it. Audio-visual techniques emphasize the oral approach. French 095 leads directly into French 101.

Reading and Study Skills 099:
Rapid Reading and Study Skills *2½ credits*

Prerequisites: none.

If you are returning to college after a period of absence from student life, or if you need to improve the efficiency of your reading and study habits in order to do well in your other subjects, you should register in this course. Reading and Study 099 covers the basic skills needed to succeed in any college course: time management, vocabulary improvement, essay writing, exam preparation and writing strategies, fast textbook reading, notetaking and study methods.

This course ends prior to the end of term so that you will have more time to prepare for final assignments and exams in your other courses.

Also: see College Achievement 100:
College Achievement 101:
College Achievement 110:

Theatre 095
The Theatre in You

Prerequisites: none.

An exploration of the theatrical process as it relates to increasing expressive and communicative skills. An important element of the course is the development of stories into theatre.

College Preparation Courses — Science

Biology 080 (Biology 11):
Elementary Biology *4 credits*

Prerequisites: Science 030 or 040 or permission of instructor.

This is a pre-college-level course designed for students who intend to enter University Transfer, Health Services or Technology courses. Topics include: ecology as it relates to current environmental problems; cell structure, function and reproduction; an overview of simple organisms, such as algae, and their relationship to advanced life forms of plants and animals.

An important component of the course is a series of laboratory sessions which reinforces classroom topics.

A field trip is included as a course requirement.

Biology 090 (Biology 12):
Elementary Biology *4 credits*

Prerequisites: Science 030, 040, 080 or permission of instructor.

A continuation of Biology 080.

Chemical and molecular aspects of biology are introduced; mammalian body systems are investigated in detail.

An investigation of energy exchanges, genetics and developmental concepts offers some insight into current concerns such as genetic diseases and engineering, cancer, control and tissue manipulation.

Course requirements include several laboratory sessions.

Chemistry 080 (Chemistry 11):
Preparative College Chemistry *4 credits*

Prerequisites: General Science 10, or ABE Advanced Level Chemistry, or permission of instructor

Theory and laboratory work for those who wish to prepare for entry into first-year, university-level chemistry, with emphasis on atomic structure, stoichiometry, and chemical properties of the elements.

Math 070:
Pre-College Algebra *4 credits*

Prerequisites: ABE Intermediate with Algebra, Math 10, or ABE Advanced Technical Math, or permission of the instructor.

This course is designed for students who obtained a low grade in Math 10 or who completed grade 10 more than three years ago or who scored low on a math assessment test. It is of particular interest to students in the pre-science stream of the College Achievement Program.

Mathematics 080 (Algebra 11):
Preparative College Mathematics *4 credits*

Prerequisites: ABE Intermediate Level with Algebra, Mathematics 10, or ABE Advanced Level Technical Math, or permission of instructor.

This course is intended for students who obtained a letter

grade of C or lower in Grade 11 or who completed Grade 11 more than three years ago or who have not taken Grade 11 Algebra. Some students may need to take preparatory courses in Adult Basic Education (ABE). MATH 080 prepares students for MATH 101 and 102.

MATH 080 includes review of basic operations and signed numbers, variables, equations, polynomials, algebraic fractions, functions and radicals.

Mathematics 101 and Mathematics 102

These courses together are equivalent to Algebra 12. For course descriptions see the University Transfer section of the calendar.

Physics 080 (Physics 11):
Preparatory College Physics *4 credits*

Prerequisites: Science 10, ABE Advanced Level Physics, or permission of instructor

Intended for students lacking high school physics who wish to enter first-year, university-level physics. Includes wave motion, mechanics, sound, light, electricity, magnetism, and introduction to the atom. Work includes theory, problem-solving and laboratory experiments.

Dates and Locations

College Preparation courses are offered at the Abbotsford and Chilliwack campuses, beginning in September and January, and sometimes in the spring. For specific information contact the Records and Registration office at your nearest campus.

Entrance Requirements

(a) you must be 19 or older or have Grade 12 completion or equivalent. Persons lacking the entrance requirement should consult a college counsellor.
(b) you must have the stated prerequisite(s) for each course.

How to Apply

1. Read the program information kit carefully and determine the specific courses you want/need to take.
2. If you require further information about the program, arrange for an appointment with a counsellor (Abbotsford 853-7441, local 250; Chilliwack 792-0025, local 444).
3. Complete the application form at the back of the information kit and take it to the nearest Registration office.
4. You will be advised when to register.

Course timetables are available from the Registration office several weeks before classes begin. Check days/times before you register.

Fees and Additional Costs

Tuition is $22.68 per credit, eg., If you take one College Preparatory course worth three credits, your tuition will be 3 × $22.68 = $68.04. Full course fee must be paid when you register. The fee includes 8% for the Student Society and activity fees.

Note: Fees listed were applicable at time of printing but are subject to change.

Program of Special Interest to Native Students

Fraser Valley College has maintained a close working relationship with Native groups since its inception and as a result has developed University & College Entrance Preparation programs (UCEP) of special interest to Native students. The Chilliwack Area Indian Council co-sponsors many courses in these programs which are open to Native and non-Native students within and outside the college region.

College Achievement Programs (CAP)

The College Achievement Program (CAP) is a one-year program designed for students who wish to pursue an academic or career program objective. The CAP program enables you to complete part of a regular first year of college studies while participating in a support program that emphasizes academic preparedness, educational and career planning, and peer support. Because the majority of students in CAP are native students from all over the province, the curriculum of every course contains native content, references to native issues and discussions focused on native Indian interests in educaton and personal development.

If you successfully complete more than 12 credits in the CAP program you are eligible for a college certificate. You must apply for the certificate at the end of the year.

Dates and Locations

CAP courses are offered at the Abbotsford and Chilliwack campuses beginning in September.

Entrance Requirements

You must have either a high school certificate, or equivalent, or be 19 years of age or older.

How to Apply

1. Read the program information kit (available from Student Services).
2. Complete the application form at the back of the kit and, if you are younger than 19, obtain a copy of your high school transcript or ABE certificate. (If you are currently in the last semester of high school completion, obtain an "interim transcript" from your counsellor/instructor).
3. **On** or **after** March 1, bring the application form and necessary documents to the Records and Registration office, where they will be date stamped to determine a first-come, first-served wait list of applicants. You will be informed of a date and place to attend the orientation/assessment session with the CAP coordinator and CAP faculty.

During the interview:

(a) you will receive more information about the program.
(b) You will write a comprehension, composition, and math test to enable you and the program instructor to select options.
(c) You may be encouraged to write the Composition Placement Test (CPT) depending upon your course selections.
(d) you will be encouraged to write the GED Test within the coming year (if you do not have Grade 12 certificate).

4. After the interview, your completed form and the co-ordinator's recommendations will be returned to the Records and Registration office.
5. If you wish to obtain financial assistance through provincial loans, bursaries, the Department of Indian Affairs, or other agencies, you should ask at Student Services for a schedule of financial aid orientation sessions.
6. When a space is available, you will be notified in writing of the registration procedures. If you do not contact the Registration office within two weeks of receiving the letter, your name will be removed from the list and you must apply again.
7. Additional program and college information will be mailed to you before classes begin.

Fees and Additional Costs

Tuition is $22.68 a credit. If you take five courses, each worth three credits, you will be carrying a 15-credit load, and your tuition per semester will be 15 × $22.68 = $340.20. The full

semester fee is due when you register. Fee includes 8% for Student Society and Activities.

Note: Fees listed were applicable at time of printing but are subject to change.

Under certain conditions, training costs and financial aid may be available through your local Canada Employment Centre, Ministry of Human Resources, Indian Band Councils, and other agencies. Direct inquiries to the agencies concerned.

Within the CAP program there are three major streams designed to assist students in their academic and career goals.

You may select courses in Pre-Arts, which leads to College courses in Arts and Humanities; Pre-Sciences, which leads to College courses in Science and Technologies; or Pre-Education, which may lead to training in NITEP or other teacher training programs.

CAP — Pre-Arts

You are encouraged to enrol in all of the five support courses, and may choose from two to five academic or career courses in this preparatory year. It is expected that on completion of this program your skills and confidence will be increased; thus, chances of successfully completing a full program of academic or career courses in the following year will be improved.

Electives for this option will normally be chosen from the College's Arts & Applied Arts Career or University Transfer programs. The CAP coordinator will assist students in determining electives.

Program Outline

The minimum requirements are at least four of: CAP 100, CAP 110, CAP 120, CAP 130 and CAP 140.

In addition two to five electives from University Transfer Arts. Career Arts or College Preparation Arts programs.

CAP — Pre-Science

You are encouraged to enrol in all of the five support courses in this preparatory year. It is expected that on completion of this program your skills and confidence will be increased; thus, chances of successfully completing a full program of academic or career courses in the following year will be improved.

Electives for this option will normally be chosen from the University & College Entrance science and math courses and/or from the College's Science & Applied Science Career and University Transfer programs. The CAP coordinator will assist students in determining electives.

Program Outline

The minimum requirements are at least four of CAP 100, CAP 110, CAP 120, CAP 130 and CAP 140.

In addition two to five electives from science and math.

CAP — Pre-Education

The Pre-Education option is designed to prepare students for entrance into the University of British Columbia's Native Indian Teacher Education Program (NITEP) or comparable programs at other universities.

Students enrolled in the program will receive course work designed to improve writing, reading and speaking skills, broaden their knowledge and expose them to an academic standard rigorous enough to act as a preparation for university-level work. On completion of the progam, students will be granted a one-year certificate from the College Achievement Program.

Students can be referred to the program from NITEP or be admitted without NITEP referral. An interview with the CAP coordinator will be held to determine each student's academic level and to assist students in determining electives.

Program Outline

Fall
CAP 100
CAP 130
Social Science 100
Theatre 095 or Math 070 or an elective
Education 101

Winter
CAP 101 (or English 095, English 100, Communications 300, Communications 363)
COMM 368
Humanities 100
Elective
Education 102

Students must have a grade 12 certificate or the GED before they can be considered for NITEP.

Course Descriptions

College Achievement 100:
CA 100: *3 credits*

This course focuses on grammar, organization - and fluency in academic writing. Students will write letters, mid-terms, and responses to articles and excerpts from College level material. A seminar presentation is required.

College Achievement 101 *3 credits*

Prerequisite: CA 100, EN 095, or permission of the instructor. This course offers further work in writing. Writing and producing a play, a collection of essays or another similar endeavour is the vehicle for developing student confidence and competence in academic writing and speaking.

College Achievement 110:
Writing *3 credits*

This course provides a step-by-step process for writing research papers. The course also deals with instructors' expectations for academic performance. In addition, a multicultural point of view is encouraged.

College Achievement 120:
Potential Development Training *3 credits*

This course focuses on three main areas: (1) the development of oral communication and leadership skills; (2) an understanding of how personal growth is affected by the groups on which we interact i.e. school, family, community (presented from the perspective of several disciplines as well as several cultures); (3) the development of a peer support group capable of giving encouragement to its members during academic activities.

College Achievement 130:
Reading and Study Skills *3 credits*

This course provides academic support skills and techniques for the other courses that students are/will be taking. Topics include time and stress management, textbook use and examination preparation.

College Achievement 140:
Career Planning *3 credits*

This course provides opportunities for the practice of oral communication and leadership skills both in and outside of class during a supervised job practicum with a community agency or business. Additional information about successful job hunting and career planning is provided.



Education 101 *2 credits*

This is a seminar designed for students who are interested in education as a career. Personal attitudes and values toward education, cultural issues, historical developments in education and personal commitments towards education are some of the topics included. May not be offered in every year.

Education 102 *2 credits*

Prerequisite: Ed 101 or permission of the instructor. The student is introduced to observation techniques and learning in the elementary grades. May not be offered in every year.

Social Sciences 100 *3 credits*

Prerequisites: none. This course is a survey of the nature, history and methodologies of the social sciences. It explores the contributions of the Social Sciences in furthering our understanding of the world we live in.

Humanities 100 *3 credits*

Prerequisites: none. The objectives of this survey course are to develop a knowledge of the nature of the Humanities and the related disciplines; to develop an understanding of how language shapes ideas within a culture; and to develop an understanding of how social relations between different segments of society condition the form and content of the arts and literature.

Also recommended to CAP students are Anthropology 111 and 112, History 105 and Sociology 101 and 102.

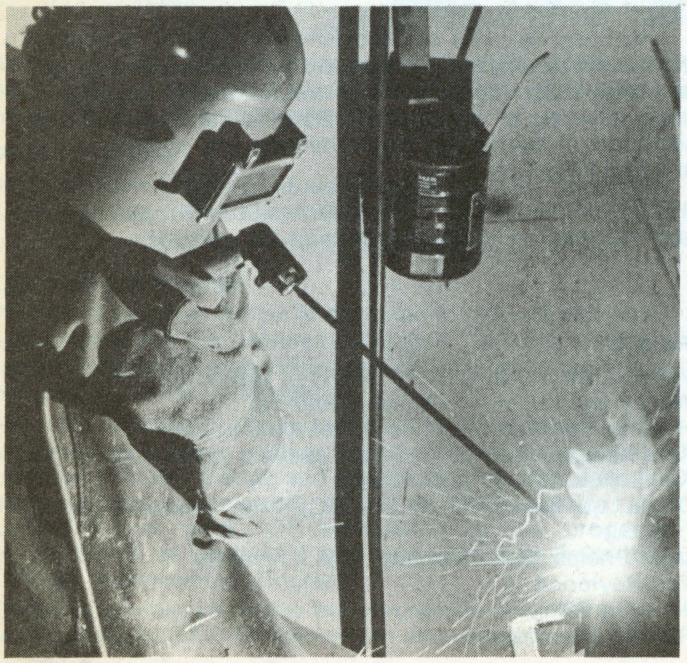
Faculty

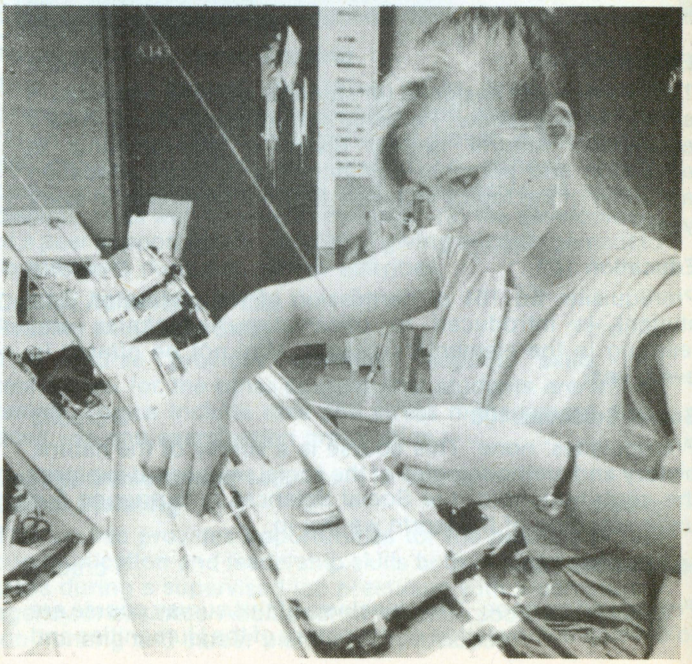
Velma Alford, B.A. Cert. of Ed. (U of Manitoba)
Wendy Burton, M.A., English (Queen's)
Heather Commodore, B.A., B.Ped. (Manitoba)
Kaui Keliipio, B.A. (SFU) Prof. Teachers' Certificate (B.C.)
Kay Lukes, M.A. English (UBC)
Diane Luu, B.A. (SFU), M.Ed. (BC), Prof. Teacher's Cert. (B.C.)
Mary Phelps, B.A. (Toronto), M.A. (Toronto)
Teri Raymond
Jane Cannon
Richard Dubanski

CAREER/ VOCATIONAL

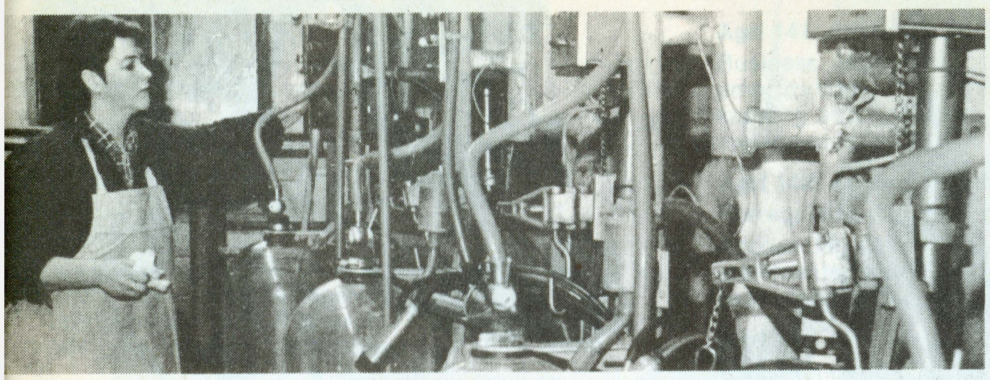








AGRICULTURE TECHNOLOGY





Agriculture is a vital and dynamic force in the B.C. economy. This is especially true in the Fraser Valley area where a significant part of the population is concerned with one or more of the many aspects of supplying food and other agricultural products to the province's 2.5 million people.

Agriculture Technology Diploma

Students from all parts of B.C., who are interested in pursuing an agricultural career, can take a two-year Agricultural Production Technology diploma program at Fraser Valley College. Students are given the opportunity to acquire training in modern business management, production, marketing, and processing techniques as they apply to agricultural production. Each of the program options provides an excellent balance between theory and practice. Program content is updated regularly to reflect current changes in the industry.

Entrance Requirements:

The minimum entrance requirement for the Agriculture diploma program is high school graduation or equivalent, Grade 12 Algebra is recommended; a minimum of Grade 11 Algebra and Biology 11 and Chemistry 11 are required. If you don't have these courses you may apply to the College for preparatory courses. Mature students lacking recent preparation are advised to consult with the program coordinator about refresher courses such as math, biology, chemistry and reading and study skills, etc. You must also provide your own transportation and be willing to participate in on-the-job training at host farm/business sites.

How to Apply

You may apply any time **on** or **after** March 1, 1987.

1. Read the program description carefully. If you wish to speak to the coordinator, call 792-0025, to make an appointment. Those wanting only part-time studies are especially encouraged to see the coordinator.
2. Fill out the application form and attach the necessary documents:
   (a) high school transcript showing Grade 12 completion (ABE Advanced Level or GED certificate acceptable) **or**
   (b) letter of permission from instructor **or**
   (c) interim transcript. (You may apply to the program while you are completing your prerequisites if you provide a statement from your instructor or high school counsellor indicating that you are in your last semester and likely to complete successfully before the program starts.)
3. **On** or **after** March 2, submit your application and documents to any Fraser Valley College Registration office where it will be date-stamped to form a first-come, first-served wait list.
4. After processing your complete application, the Registration office will notify you of an interview date.
5. When a seat is available, you will be notified and asked to register and pay. If you do not contact the Registration office within two weeks, your name will be deleted from the list and it will be necessary for you to re-apply.

Fees and Other Expenses

The fees are $22.68 per credit (about $450 per semester). These fees are subject to revision. For sponsorship through the Canada Employment Centre you must apply directly to your local office. In addition to fees you should budget approximately $250 annually for textbooks and other expenses during practicums.

Dates and Locations:

Full-time students are advised to register for the fall semester. Since many courses in the program are sequential, students registering in January may be unable to take preliminary courses until the following September.

The normal college year is from September through April. Thirty-two hours per week of classes are required in each semester.

Part-time students may enrol in any available agriculture course.

The program will be based on the Chilliwack campus; shop courses will be offered from the Abbotsford campus.

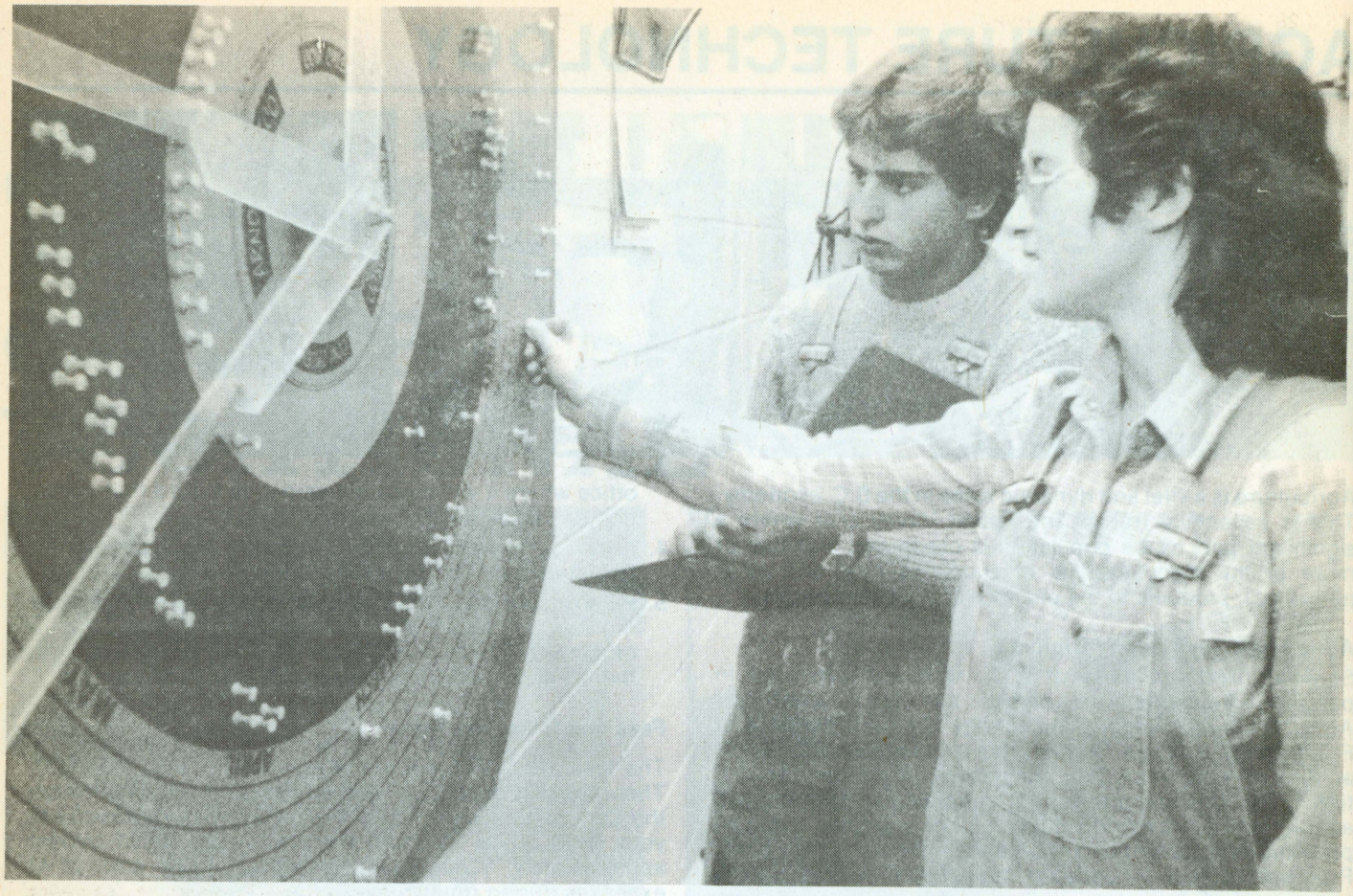
Program Outline

First Year: Core Program

In the first year, students will attend classes for the first twelve weeks of each 15-week term; the last three weeks of each term will be given to a practicum at a selected host farm or business.

The core program prepares students for some specialization in one of three options: Crop Production, Livestock Production, or Agricultural Management.

In the second term, students specializing in Crop Production must take Agri 124, and students specializing in Livestock Production must take Agri 134. Agricultural Management students can select either of these courses.



Semester I	Credits
Agri 101	3
Agri 103	3
Agri 141	3
Agri 151	2
Agri 161	2
Agri 171	2
Agri 181	2
Agri 191	3
	20

Semester II	Credits
Agri 112	2
Agri 122	2
One of: Agri 124 / Agri 134	2
Agri 132	2
Agri 142	3
Agri 152	2
Agri 162	2
Agri 182	2
Agri 192	3
	20

Second Year: Production & Management Options

Semester III	Credits
Agri 201	2
Agri 211	2
One of: Agri 221 / Agri 233 / Agri 241	2
Agri 243	2
Agri 245	2
Agri 261	2
Electives (see * below)	4
Agri 291	3
Agri 295	1
	20

Semester IV	Credits
One of: Agri 202	3
(see **) Agri 262	3
Agri 242	2
Agri 246	3
Agri 263	3
Agri 264	2
Electives (See * below)	7
	20

In the third term, the student's selected program option would determine which of Agri 221 or 233 or 241 would need to be taken.

*Both electives required in Term 3 will be selected from courses offered by the Agriculture department, whereas of the three electives needed in Term 4, one must be taken from a list of approved courses offered by other departments: eg. Computer Science, Business Administration, Natural Sciences, and Shop Courses.

**In Term 4, Production students need to take Agri 202, whereas Management students must take Agri 262.

Students in the Crop Production option must choose at least two courses from the group numbered between Agri 321 and Agri 328.

Students in the Livestock Production option must choose at least two courses from the group numbered between Agri 331 and Agri 336.

Agri-management students must choose at least two courses from the group numbered between Agri 341 and Agri 353.

Elective Course List:

Agri 311 Land Use Planning
312 Irrigation & Drainage

Agri 321 Vegetable Production
322 Fruit Production
323 Greenhouse/Nursery Production
324 Field Crop Production
325 Forage Crop Production
326 Weed Control
327 Landscaping

328	Turf Grass Management
Agri 331	Dairy Production
332	Beef Production
333	Swine Production
334	Animal Health III
335	Poultry Production
336	Sheep Production
Agri 341	Tax Management
351	Survey & Land Appraisal
352	Merchandising & Sales
353	Personnel Management
Agri 361	Current Research in Agriculture
362	Agricultural Meteorology
363	Independent Research Project
364	Appropriate Technology: The Third World
Agri 381	Farm Power/Mechanics II
382	Welding

Course Descriptions

Agri 101: Applied Biological Principles *3 credits*

The molecular and cellular basis of life; anatomy and physiology of selected plant and animal systems; Examples used in class and laboratory will be relevant to the study of agriculture; introduction to genetics: Mendelian laws of inheritance and the principles of heredity; reproduction and mechanisms for gene transmission in plants and animals; applications of recombinant DNA technology.

Agri 103: Applied Chemical and Physical Principles

Review of mathematics for the study of chemistry; chemical principles relevant to agronomy; atomic theory; elements and compounds; water; colloids, pH, buffers, titrations; introduction to soils; soil properties, including texture, structure, bulk density and particle density, soil pH; soil-water relationships; soil formation.

Agri 112: Soil Fertility and Fertilizers *2 credits*

Prerequisite: Agri 103 or instructor's permission

Soil reaction; essential elements; mineral nutrition of higher plants; soil organic matter; lime; soil fertilizer materials, their manufacture, storage and methods of application; economics of fertilizer use.

Agri 122: Introduction to Crop Science *2 credits*

Prerequisite: Agri 101, or instructor's permission

The plant kingdom: plant structure, function, growth; asexual and sexual reproduction. Topics covered will be related to major agricultural/horticultural crops.

Agri 124: Introduction to Horticulture

Prerequisite: Agri 101 or instructor's permission

Commercial horticulture in Canada and British Columbia; major crops and markets. Introduction to the culture and propagation of horticultural crops.

Agri 132: Introduction to Livestock Production *2 credits*

Prerequisite: Agri 101 or instructor's permission

Origins and development of livestock domestication; anatomy changes; adaptability; breeds of livestock; digestive systems; management practices; feeding systems.

Agri 134: Animal Health I *2 credits*

Prerequisite: Agri 101 or instructor's permission

Animal disease identification; disease causes and transmission; body defence mechanisms; primary and secondary immunity; principles of treatment methods of administration of treatment; maintenance of animal health; genetics and disease.

Agri 141: Applied Agri-business Principles I *3 credits*

Business mathematics; compound interest, depreciation, amortization. The farm office; introduction to record-keeping and acounting. The farm manager; the decision-making process.

Agri 142: Applied Agri-business Principles II

Prerequisite: Agri 141, or instructor's permission

Accounting for the agricultural manager; financial statements, enterprise budgets, records of production; financing the agricultural enterprise.

Agri 151: Introduction to Computers *2 credits*

Introduction to computing and data processing; computers and how they work; computer applications in agriculture. Assignments will include electronic spreadsheets, record-keeping, and word processing.

Agri 152: Agri-data Systems *2 credits*

Prerequisite: Agri 151 or DP100 or instructor's permission

Computer data bases; the computer as an enterprise management tool; computerizing farm financial and production records; introduction to programming.

Agri 161: Introduction to Agriculture *2 credits*

A survey of commercial agriculture in today's world; agriculture in Canada. Economically important enterprises in British Columbia will be discussed in relation to their dollar value, practices and distribution. Several field trips will be included.

Agri 162: Introduction to Agricultural Economics *2 credits*

The free enterprise system; the theory of supply and demand, costs of production, the market structures of capitalism.

Agri 171: Communications/Library Research *2 credits*

Course will develop students' written and oral communication skills and library research technique. Students will also be introduced to business correspondence.

Agri 181: Farm Power/Mechanics *2 credits*

Operating principles of diesel, gasoline and LPG engines; fuels, fuel systems, ignition systems and power transmissions; routine maintenance, safety concerns.

Agri 182: Farm Buildings & Utilities *2 credits*

An introductory course; principles of building construction related to agriculture; components of farm buildings; materials and construction techniques; farm utilities — applications and cost efficiency.

Agri 201: Agricultural Pests *2 credits*

Prerequisites: Agri 101 and Agri 122 or instructor's permission

Classification of agricultural pests; weeds, insects and plant diseases; selected life cycles and preferred habitats will be studied.

Agri 202: Pesticide Management *2 credits*

Prerequisite: Agri 201 or instructor's permission

Chemical and biological pest control: herbicides, insecticides, fungicides, etc., their mode of action and methods of application. The safe use of agricultural pesticides. Integrated pest management. Students will have the opportunity to gain their Pesticide Applicator's and/or Pesticide Dispenser's Licence.

Agri 202: Chemical Analysis *3 credits*

Prerequisite: Agri 112 or Agri 122 or instructor's permission

Students will learn the theory and practice of current methods for the chemical analysis of agricultural soils, plant tissue and feeds. Emphasis will also be placed on the interpretation of results.

Agri 211: Soil Classification and Soil Management *2 credits*

Prerequisite: Agri 103 or instructor's permission

The Canadian system of soil classification. Soil genesis. Use and interpretation of soil survey maps. Soil management will be discussed in the context of best management practices to combat degradation processes such as soil erosion, compaction, acidification, salinization, and organic matter decline.

Agri 221: Crop Physiology *2 credits*

Prerequisite: Agri 122 or instructor's permission

Seed dormancy, germination, vegetative and reproductive growth. Types and functions of plant hormones. Regulation of growth. The ripening process. After-ripening changes.

Agri 233: Animal Health II *2 credits*

Prerequisite: Agri 134 or instructor's permission

This course is a continuation of Animal Health I. Topics include breeding systems; heritability. The anatomy and physiology of reproduction. Breeding problems, parasites, metabolic diseases, digestive diseases. Routine procedures and techniques for farmers.

Agri 241: Agri Financial Management *2 credits*

Prerequisite: Agri 142 or instructor's permission

This course elaborates on principles learned in Agri 141 and 142. Opportunity analysis and interpretation of financial data from agricultural businesses will be stressed.

Agri 243: Agri-enterprise Project and Tutorial *2 credits*

Prerequisite: Agri 242 or instructor's permission

The students will develop a complete agri-business enterprise. The project includes land purchase, building planning, building siting, enterprise budgeting, forecasting, financing and operating. The student must provide a one-year budget, a second year projection, and a complete one-year operating record. The financing portion includes all documentation and proposals required for loan applications.

Agri 242: Farm Business Planning and Law *2 credits*

Prerequisite: Agri 142 or instructor's permission

This course will introduce the student to the Canadian legal system, the sources of law and the system and role of courts. Discussion will include contracts, real property, landlord and tenant mortgages, and the law of torts. A general exposure to regular and routine business law requirements.

Agri 245: Agri-product Marketing I *2 credits*

This program will serve as an introduction to food marketing and will cover four basic areas:

Part I — The framework of the marketing problem, analyzing agricultural and food markets, agricultural production and marketing.

Part II — Food markets and institutions, food consumption and marketing, food processing, manufacturing and marketing, wholesaling and retailing.

Part III — Prices and marketing costs. Price analysis and exchange, competition in Ag markets, behaviour of farm prices, food marketing costs.

Part IV — Functional and organizational issues:
— the changing organization of ag markets, — co-ops, etc.
— storage, risk management, service.

Agri 246: Agri-product Marketing II *2 credits*

Prerequisite: Agri 245 or instructor's permission

This is a continuation of Marketing I and will include a more detailed study on a commodity basis. Beef, dairy, milk and dairy products, poultry, broilers and eggs, fruits and vegetables, cereal grains. The commodity futures market will also be discussed.

Agri 261: Rural Sociology *2 credits*

An introduction to sociology. Emphasis on interaction processes in rural communities. How is the rural community changing and how does the farm family adapt to change?

Agri 262: Macroeconomics *2 credits*

Prerequisite: Agri 162 or instructor's permission

The Canadian economy: National income; inflation, and unemployment; fiscal and monetary policy; international trade. Emphasis will be placed on how these topics affect the farm sector.

Agri 263: Agricultural Policy *2 credits*

Prerequisite: Agri 162 and Agri 245 or instructor's permission

Government policies that affect agriculture. Current policies will be discussed. Are they effective and how are they administered? Guest-lecturers whose businesses are affected by agricultural policy will be included.

Agri 264: Ethical and Environmental Issues *2 credits*

What are plant breeders' rights? Is agriculture adding to non-point-source pollution of waterways? Is soil conservation entirely the farmer's responsibility? These, and other topics such as animal waste disposal, will be covered. Debate will be encouraged.

Agri 295: Provincial Tour *1 credit*

Prerequisite, successful completion of year 1 studies

Students will tour selected farms and agricultural businesses in British Columbia. Attention will be paid to differing soil types, climate, demography and, hence, differing regional enterprises.

Transfer to Olds College

Fraser Valley College has an excellent transfer agreement with Olds College, Alberta, for those students who would like to take their second study year at Olds. Students interested in obtaining further information about the transfer possibilities between the Fraser Valley College agriculture program and Olds College are encouraged to contact Fraser Valley College's coordinator of agriculture programs.

Transfer to UBC Degree Program

Those students wishing to continue their studies toward an academic degree in agriculture will find that they are able to obtain one year of transfer credit to the University of British Columbia by taking university transfer courses at Fraser Valley College. Students interested in finding out more details about the university transfer option(s) should turn to the University Transfer section of this calendar and consult with a college counsellor, or the coordinator of agriculture programs.

Faculty

John J. De Pape, P.Ag.; B.Sc. (Missouri)
Rose Morrison-Ives, Ag. Dip (Manitoba); B.S.A. (Manitoba); M.Sc. (Manitoba)
Norma Senn, P.Ag.; B.Sc. (Wisconsin), M.Sc. (Wisconsin), Ph.D. (Wisconsin).

APPLIED AND DECORATIVE ARTS

NOTE: The Applied and Decorative Arts programs are intense, and full-time students seeking completion of programs in two years should be prepared to commit themselves to total immersion in their studies. If you are uncertain about the workload or the length of time you should take to complete a program, contact the coordinator for advice.

There is distinct need in North America for graphic designers, for competent designers in commercial arts directed towards advertising, illustration or packaging, and for fashion designers involved in designing sportswear, children's clothing, lingerie, etc.

There is also a need for skilled, flexible graduates from the Applied Arts Studio Program who may work in rehabilitation, recreation or in other positions that require the skills of trained artists.

Fraser Valley College's Applied and Decorative Arts Department has set high standards of achievement, which help make its graduates successful in finding employment and in bringing the College province-wide recognition.

Excellent studio equipment enables students to carry out all the tasks of operation which may be required of them later in their professional career.

The Applied and Decorative Arts Department offers the following two-year diploma programs: Graphic Design and Communication, Apparel Design, Applied Arts Studio Program, and Individual Student Program.

The main purpose of Fraser Valley College's Applied and Decorative Arts Department is to educate those who wish to earn a livelihood as professional designers and skilled craftspeople.

Entrance Requirements

Secondary school graduation or 19 years or older. Graphic Design and Communications, and Apparel Design applicants must also:

(a) attend an interview
(b) submit a portfolio
(c) submit a 300 to 400 word report on a commercial or apparel design artist, to be obtained either through personal interview or public library research.

Applicants will be evaluated on the following points:

(a) Volunteer work (in any field, minimum of 40 hours)	2 points
(b) Paid employment (in any job, minimum of 300 hours)	2 points
(c) Hobby or sports activity (sustained over three years)	3 points
(d) Ability to make independent decisions (as evidenced by one or more of the following: managing own finances; living away from parents' home for at least six months; travelling or similar factors)	3 points
(e) Report (4 points — depth of research; 3 points — structure; 3 points — presentation)	10 points
(f) Portfolio	30 points
	50 points

Applicants must score at least 30 points. The portfolio may be made up of general or specialized materials. It might include drawings, sketchbook, graphics, presentation of original ideas, or anything else which might illustrate your potential for visual art. Photographs or slides of large works can be included. Works in the portfolio must have been produced in the last year.

Fees and Additional Costs

Tuition is $22.68 a credit. If you take five courses, each worth three credits, you will be carrying a 15-credit load, and your tuition per semester will be 15 × $22.68 = $340.20. The full semester fee is due when you register. Fee includes 8% for Student Society and Activities.

Note: Fees listed were applicable at time of printing but are subject to change.

There are other related costs which must be considered by the student in Applied and Decorative Arts.

Applied Arts Studio Program and Graphic Design and Communication program:

Materials*	$200-$400 per year
Study Tour (optional)	$ 50-$700 per year

Apparel Design Program

Materials*	$400-$800 per year
Study Tour (optional)	$ 50-$700 per year

Studio fees may be assessed at $2 per credit or less.

*Materials: A list of materials, tools and books will be given to students at first class.

Clothes: working clothes, such as a smock or coverall, are recommended.

Workload and Classroom Expectations

Students can count on four hours of class time and four hours of studio work per week per course. The studio time is a minimum recommendation; some projects require extra time. There will be occasional field trips planned and students are expected to participate.

Students are expected to participate in events organized by the department such as fashion shows, open house activities and shows.

Location:

Applied and Decorative Arts courses are taught at the Abbotsford Campus.

Graphic Design & Communication

The most important skill in graphic design is the ability to communicate ideas clearly, forcefully and meaningfully through a variety of media. The graphic and advertising designer is usually called a commercial artist, a book illustrator, or a cartoonist. All are artists who are able to think creatively about communication problems and find appropriate solutions for them. They conceive ideas that will stimulate sales of products or services. They translate these ideas into the many media of commercial art.

Their uniqueness lies not only in traditional skills of hand, but also in their ability to think in design terms and to employ these terms in advertisements, brochures, illustrations, cartoons, package designs and posters.

The program uses the problem solving approach to instruction, emphasising technical skills, imaginative concepts and creative ability.

The graphic designer may develop concepts, render illustrations, prepare layouts, specify type, illustrate stories or prepare industrial displays. The ability to market ideas that are fresh, relevant and trend-setting is best demonstrated in a graduate's portfolio.

The graphic designer may find employment with other designers as part of a design staff, in publishing companies, newspapers, mail order houses, packaging organizations and in larger companies producing their own advertisements.

How and When to Apply

A. Full-time applicants to the program:

1. Read the program description carefully and complete the application form.
2. **On** or **after** March 2 (no applications received before that date), submit your application and **attach the following documents if you are younger than 19:**
   (a) proof of Grade 12 completion (ABE Advanced Level or GED certificate acceptable)
   or
   (b) interim transcript (if you are in the final semester of Grade 12 completion, a letter from your instructor or counsellor indicating you are likely to graduate).
3. Within three weeks of receipt of your application, Records and Registration will send a letter informing you of the date and time to attend an interview. Graphic Design and Communications, and Apparel Design students are required to bring to the interview a portfolio of recently created art works and a 300 to 400 word report on a commercial apparel design artist, to be obtained either through personal interview or library research.
4. After the interview, you will be sent a letter of acceptance or rejection. Those who are accepted into the program will be told when to register **and pay.**

   Names will be added to class lists in the order registrations are received. The letter of acceptance does not necessarily guarantee a place in class. Your prompt registration will. A confirmation fee of $50 is required within 14 days of acceptance. Non-payment of this fee will indicate that you are not planning to attend the program.

   There are a limited number of seats available so you should register as soon as possible.

B. Part-time and Non-program students:

1. You may register directly for your course(s) during the applicable advertised registration hours provided that you:
   (a) are a high school graduate or are 19 years of age or older;
   (b) meet the individual course prerequisites listed in the course descriptions which follow;
   (c) make payment at time of registration;
   (d) where applicable, have completed Number 3 below.
2. If you are uncertain about which courses to take or how many to register for, make an appointment at the Student Services office to see a counsellor, or contact the program coordinator.
3. All part-time students planning to complete the requirements for a diploma **must apply for admission to the program once they have completed five courses.** Complete the application form and submit it directly to the program coordinator.

Transfer Students and Advance Standing

Applicants applying for transfer of credits from another institution or advance standing will be considered on an individual basis. Make an appointment to see the program coordinator.

Re-Application

Any student who has previously applied to the Fraser Valley College Applied and Decorative Arts Department but who did not register and wishes to re-apply for admission will follow the same procedures as a new applicant.

Program Outline

First Year

Semester I	*Semester II*
FA 111 (3 credits)	FA 112 (3 credits)
FA 121 (3 credits)	FA 122 (3 credits)
FA 153 (3 credits)	FA 154 (3 credits)
FA 161 (3 credits)	FA 162 (3 credits)
elective (3 credits)	elective (3 credits)
(15 credits)	(15 credits)

Second Year

Semester I	*Semester II*
FA 211 (3 credits)	FA 212 (3 credits)
FA 263 (3 credits)	FA 252 (3 credits) or FA 222
FA 251 (3 credits)	FA 262 (3 credits)
FA 261 (3 credits)	FA 264 (3 credits)
elective (3 credits)	elective or studio-elective
(15 credits)	(3 credits)
	(15 credits)

In order to qualify for a diploma, you must complete 17 studio courses (51 credits) and 3 elective non-studio courses (9 credits).

Suggested non-studio electives are: Communications - 363 Business Communications I; 364 Business Communications II; 368 Oral Communications; Business - 301 Introduction to Business; Communication - 365 Basic Business Communication; Data Processing - 100 Introduction to Data Processing; Business - 302 Management; Business - 303 Organizational Behavior; Business - 340 Essentials of Marketing Business - 341 Basic Marketing I; Business - 342 Basic Marketing II; Business - 407 New Business Development; Business - 477 Salesmanship; Business - 450 Advertising & Sales Promotion: Business - 453 Retailing; Business - 465 Business Law.

Apparel Design

Fashion is one of the main forces in today's economy from the design of clothes and fabrics to the art of advertisement. The sensitivity of the designer to public tastes expresses and guides the elements of our culture.

Successful fashion design can inspire thousands — even millions — of people to change their style of dress. Well designed clothes make their mark on the changing fashion scene and keep shops, manufacturers and designers in business.

The talent of the designer is not only in the traditional skills of hand and eye, but also in the ability to think in practical design terms. It is the task of the fashion designer to conceive ideas that will stimulate the development and sale of the clients' products or services, and to help the client give those ideas form in ways that serve the public's needs and desires.

Like designers anywhere, fashion designers work within frameworks set by employers such as manufacturers or retailers. They may be designing work clothes, baby clothes, airline uniforms, protective clothing, theatre and movie costumes, or lingerie and accessories. Jobs range from the technical to business-oriented to creative.

With design and business skills, and some working experience in the fashion world, you may want to compete in the boutique market, designing, managing and selling for your own shop. You may want to work as a fashion illustrator, in marketing, in management or as a buyer for a retail store.

Vital to success in this field are imagination and contemporary thinking. The curriculum of this program is designed to help develop these qualities.

Transfer and Placement

As fashions continue changing and the public prefers to be seen in 'today's styles,' there will be a need for the artist with the special talents of the textile and fashion designer. The ability demonstrated in your portfolio after graduation will be your greatest asset in locating a position.

Program Outline

First Year

Semester I	*Semester II*
FA 113 (3 credits)	FA 114 (3 credits)
FA 163 (3 credits)	FA 164 (3 credits)
FA 171 (3 credits)	FA 172 (3 credits)
FA 181 (3 credits)	FA 182 (3 credits)
FA 191 (3 credits)	FA 192 (3 credits)
15 credits	15 credits

Second Year

Semester I	*Semester II*
FA 271 (3 credits)	FA 272 (3 credits)
FA 293 (3 credits)	FA 292 (3 credits)
FA 291 (3 credits)	FA 294 (3 credits)
FA 211 (3 credits)	elective (3 credits)
or non-studio elective	elective (3 credits)
elective (3 credits)	15 credits
15 credits	

In order to qualify for a diploma, you must complete 17 studio courses (51 credits) and 3 elective non-studio courses (9 credits).

Suggested electives are: Business - 340; 447 Salesmanship; Communications - 363 Business Communications I; 365 Basic Business Communications; Essentials of Marketing Business - 341; Basic Marketing I; Business - 342 Basic Marketing II; Business - 407 New Business Development; Business - 453 Retailing; Business - 450 Advertising and Sales Promotion; Business - 455 Visual Merchandising; Business - 456 Introduction to Fashion; Data Processing - 100 Introduction to Data Processing.

Applied Arts Studio Program

The College's Applied Arts Studio Program is designed for students who are self directed, flexible and who wish to explore several different disciplines and the relations between them. In the Applied Arts Studio Program, options can be tailored to reflect your own interests and provide freedom without a relaxation of standards.

However, the Applied and Decorative Arts Department suggests you should concentrate either on painting and printing or on sculpture and ceramics, especially in the second year.

Graduates of the Applied Arts Studio Program may work in community recreation programs, in community education programs as teachers of art, in rehabilitation or other positions that require the skill of a trained artist. Some graduates will become self employed artists.

PAINTING AND PRINTMAKING OPTION

Program Outline

In order to qualify for a diploma, you must complete 16 studio courses (48 credits) and four elective courses (12 credits). Electives must be non-studio courses.

First Year

Semester I	*Semester II*
FA 111 (3 credits)	FA 112 (3 credits)
FA 121 (3 credits)	FA 122 (3 credits)
FA 151 (3 credits)	FA 152 (3 credits)
AH 101 (3 credits)	AH 101 (3 credits)
elective (3 credits)	elective (3 credits)
(15 credits)	(15 credits)

Second Year

Semester I	*Semester II*
FA 211 (3 credits)	FA 212 (3 credits)
FA 221 (3 credits)	FA 222 (3 credits)
FA 251 (3 credits)	FA 252 (3 credits)
studio elective (3 credits)	studio elective (3 credits)
elective (3 credits)	elective (3 credits)
(15 credits)	(15 credits)

Suggested non-studio electives are: Anthropology, Art History, Business, English, Theatre.

SCULPTURE AND CERAMICS OPTION

Program Outline

First Year

Semester I	*Semester II*
FA 111 (3 credits)	FA 112 (3 credits)
FA 121 (3 credits)	FA 122 (3 credits)
FA 131 (3 credits)	FA 132 (3 credits)
FA 141 (3 credits)	FA 142 (3 credits)
elective (3 credits)	elective (3 credits)
(15 credits)	(15 credits)

Second Year

Semester I	*Semester II*
FA 231 (3 credits)	FA 232 (3 credits)
FA 241 (3 credits)	FA 242 (3 credits)
FA 281 (3 credits) (or elective)	FA 282 (3 credits) (or elective)
FA 298 independent study ceramics (3 credits)	FA 299 independent study sculpture (3 credits)
studio elective (3 credits)	studio elective (3 credits)
(15 credits)	(15 credits)

In order to qualify for a diploma, you must complete 17 studio courses (51 credits) and 3 elective non-studio courses (9 credits). Suggested non-studio electives are: Anthropology, Art History, Business, English, Theatre.

*Individual Student Program

Students with special training needs in the Applied and Decorative Arts program area may apply to the Department for admission to the Individual Student Program. Students whose skill needs are not totally addressed by the standard options available may assemble a program with the approval of Applied Arts faculty. Under this option, students, on completion of 30 credits of approved study, can receive a certificate in Applied and Decorative Arts. Students who complete 60 credits of approved study will be eligible for a diploma in Applied and Decorative Arts.

The individualized program will be of particular interest to mature students with a range of educational needs that may include discipline areas outside the arts, such as business, oral and written communications and speciality areas not currently offered in the Applied and Decorative Arts curriculum. For more information, please contact the Applied and Decorative arts coordinator.

*This option is available subject to approval by the College's committee structure.

Course Descriptions

Fine Arts 111:
Drawing I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic. Determined by portfolio.

An introduction to drawing media. The course includes still-life, basic human anatomy, portrait, figure, perspective, and composition.

Fine Arts 112:
Life Drawing *3 credits*

Prerequisites: FA 111, or permission of instructor
Transferability: UBC, SFU, UVic. Determined by portfolio.

An opportunity for further experience in both dry and wet media, as well as color. The course includes object drawing, life drawing and a further study of human anatomy, skeleton and muscles. A continuing study is made of the draped and undraped figure and of gesture as related to emotion, character and theme. Special consideration is given to instinctive rendering and interpretation.

Fine Arts 113:
Drawing for Fashion I *3 credits*

Prerequisites: none
Transferability: none

An introduction to drawing and media, fashion-oriented. Study of draping with emphasis on nature of fabric, surface, texture, body, weight and color. Human figure anatomy and proportion will be taught.

Fine Arts 114:
Drawing for Fashion II *3 credits*

Prerequisites: FA 113 or permission of instructor
Transferability: none

Further instruction in human proportions, gesture drawing from models with special attention to developing instinctive rendering of fashion figure.

Fine Arts 121:
Painting I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic. Determined by portfolio.

An introduction to painting in common media — pastels, watercolors, acrylic paints, oil paint — on various grounds such as board, paper and canvas. Color scale, tones, light materials, and pictorial composition are the main elements of the course.

Fine Arts 122:
Painting II *3 credits*

Prerequisites: FA 121, or permission of instructor
Transferability: UBC, SFU, UVic.Determined by portfolio.

An opportunity to investigate aspects of classical and modern oil painting, watercolors and tempera painting. An advanced study of light and tones, color, perspective, figure and landscapes in pictorial composition is included in the course.

Fine Arts 131:
Sculpture I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic. Determined by portfolio.

An introduction to plastic and structural sculpture, designed to develop three-dimensional perception and creative ideas in three-dimensional forms. i.e., mass and volume. The course includes practical exercises in clay. Emphasis is on modelling the human figure.

Fine Arts 132:
Sculpture II *3 credits*

Prerequisites: FA 131, or permission of instructor
Transferability: UBC, SFU, UVic. Determined by portfolio.

An opportunity for further modelling and for the investigation of classical and contemporary principles and techniques. A continuing study of human anatomy.

Fine Arts 141:
Ceramics I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic. Determined by portfolio.

Basic handbuilding techniques, pinch, coil, slab and combinations. Introduction to clay, its origins and chemistry. Lectures on clay types and clay bodies. Drying and firing of clays. Use of engobes, underglaze colors, slips and oxides. Some glaze theory and application. Introduction to throwing on the wheel. Firing techniques. Slides: contemporary and historical pottery.

Fine Arts 142:
Ceramics II *3 credits*

Prerequisites: FA 141, or permission of instructor
Transferability: UBC, SFU, UVic. Determined by portfolio.

Further instruction in basic ceramic processes, handbuilding and wheelwork. Mixing of various clay bodies and glazes. Surface treatment and glazing techniques. Loading and firing of electric kilns, both glaze and bisque. 'Raku' firing and primitive firing techniques and procedures. Slides: contemporary and historical pottery.

Fine Arts 151:
Graphics and Printmaking I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic. Determined by portfolio.

An introduction to printmaking techniques: stencil, relief, intaglio, and planographic. The course includes study and use of equipment, materials and tools. Demonstration of printmaking methods during which history of graphic arts will be conducted. Basic training on the graphic image making monoprinting, dry point, engraving, wood and lino cut, embossing and collage (collograph) will be conducted. It is, as well, an introduction to many-color printmaking and edition.

Fine Arts 152:
Graphics & Printmaking II *3 credits*

Prerequisites: FA 151, or permission of instructor
Transferability: UBC, SFU, UVic. Determined by portfolio.

An opportunity for further training in printmaking media with emphasis on graphic concept and design, chemistry and press operations. The major emphasis is on intaglio techniques (etching, aquatint, deep etch and combined process) as well as many-color printing. Chemistry of the inks and papers, as well as the presentation are included.

Fine Arts 153:
Production and Typography *3 credits*

Prerequisites: none
Transferability: determined by portfolio.

A basic course in printing techniques, typesetting layout, the use of materials, equipment and tools. It explains the task of hand composure, basic typography technology and history. Study of typography as it applies to the solution in design title pages, broadsheet and book format.

Fine Arts 154:
Typographic Design *3 credits*

Prerequisites: FA 153
Transferability: determined by portfolio
A course in which the student will explore in-depth and analyze typographic responses to design problems. The student will learn to design formats incorporating and integrating such elements as types, photographs, illustrations and graphics.

Special emphasis will be on the development of finished art for printing production.

Fine Arts 161:
Design I *3 credits*

Prerequisites: none
Transferability: determined by portfolio

A course in the principles of design for the student pursuing a career in graphic communication. The study of design process and the need to structure and organize. Examine visual dynamic, spatial forces and theory of color. Particular attention to the development and presentation of finished art.

Fine Arts 162:
Design II *3 credits*

Prerequisites: FA 161, or permission of instructor
Transferability: determined by portfolio

Course designed to develop avenues of importancy of such tools of creative design as color, drawing, and dynamics in book covers, record jackets, packaging and other graphic design projects. Practical design exercises would be expected to be developed at the design studio level.

Fine Arts 163:
Basic Design for Fashion I *3 credits*

Prerequisites: none
Transferability: determined by portfolio

An introduction to basic design with an emphasis on the Bauhaus curriculum as applied to Fashion Design.

Fine Arts 164:
Basic Design for Fashion II *3 credits*

Prerequisites: FA 163 or permission of instructor
Transferability: UBC, SFU, UVic. Determined by portfolio.

Instruction is given in techniques using elements of balance, harmony, color and form. Practical design exercises will be expected to be done in class, taking from the source of inspiration to a finished product.

Fine Arts 171:
Textile I *3 credits*

Prerequisites: none
Transferability: none

An introduction to fabric construction. Fibre and yarn characteristics and their preparation including spinning and dyeing. Introduction to equipment. Texture and color studies. Exploration of lace and loom controlled weaves. Introduction to the knitting machine. Designing and producing individual projects.

Fine Arts 172:
Textile II *3 credits*

Prerequisites: FA 171 or permission of instructor
Transferability: none

An advanced course in further experimentation with the knitting machine and loom. The emphasis is on the completion of several works, including the design and execution of a major garment project.

Fine Arts 181:
Fashion Construction *3 credits*

Prerequisites: none
Transferability: none

An introductory course to basic, professional sewing techniques, including seams, hems, buttonholes, zippers, pockets, sleeves and collars. A look at natural and man-made fibers is included. Fit and suitability of the two major projects is emphasized.

Fine Arts 182:
Fashion Construction II *3 credits*

Prerequisites: FA 181, or permission of instructor
Transferability: none

Projects are more advanced and include a lined, soft-tailored jacket and pants. Concentration will be on quality apparel, couture finishing techniques and completion of a sample book which began in 181. Includes an introduction to textile weaves and textile finishes.

All projects in 181 and 182 will be considered for the annual spring fashion show.

Fine Arts 191:
Pattern Drafting I *3 credits*

Extensive work is done toward achieving a proper fit. Students will be drafting a standard size 10 sloper from measurements as well as developing a basic for themselves. This course also offers an introduction to the flat pattern designing process.

Fine Arts 192:
Pattern Drafting II *3 credits*

Prerequisites: FA 191, or permission of instructor
Transferability: none

More advanced pattern drafting involving the basic sloper, pants and torso block. Includes an introduction to pattern grading. Students will tour local manufacturing plants and develop an insight into the B.C. apparel industry — opportunity for fashion designers will be analized.

Fine Arts 203:
Art Appreciation — Style and Technique *3 credits*

Prerequisites: none
Transferability: UBC (in negotiation)

Art appreciation designed for Fine Arts students and artists. This course will examine the historical evolution of style, method, and techniques. Major works of art studied including patronage, iconography, and method in the development of art.

Fine Arts 204:
Art Appreciation II — Style and Technique *3 credits*

A continuation of FA 203.

Fine Arts 211:
Life Drawing III *3 credits*

Prerequisites: FA 112, or permission of instructor
Transferability: UBC, SFU

An advanced life drawing course of portrait and human figure. Various materials are used for sketching and studies are related to given assignments. Emphasis is placed on

composition and student interpretation. A series of studies and 'free' works are incorporated in the portfolio.

Fine Arts 212:
Illustrative Drawing *3 credits*

Prerequisites: FA 211, or permission of instructor
Transferability: UVic

An advanced course in drawing techniques, including the illustrative element in the composition. Emphasis will be placed on reflections and 'the artist as a visual reporter'. Movement and expression, concept and identity in a series of studies are the major elements enriching the portfolio.

Fine Arts 221:
Life Painting II *3 credits*

Prerequisites: FA 122, or permission of instructor
Transferability: UBC, SFU

An advanced study of traditional and new materials used on still-life landscape, portrait and figure. Major emphasis on pictorial composition, concept and interpretation with watercolors, acrylic and oil paints.

Fine Arts 222:
Life Painting IV *3 credits*

Prerequisites: FA 211, or permission of instructor
Transferability: UBC, SFU, UVic

An advanced study of contemporary pictorial composition involving color sketches and studies to enhance dimension and interpretation. Emphasis is placed on coloristic value, concept and painting techniques, used to express one's own aesthetic and personal temperamental uniqueness.

Fine Arts 231:
Sculpture III *3 credits*

Prerequisites: FA 132, or permission of instructor
Transferability: UBC, SFU, UVic

Sculptural composition. Molding techniques, sculptural casting in concrete and metals are included. Emphasis on modelling human figures.

Fine Arts 232:
Sculpture IV *3 credits*

Prerequisites: FA 231, or permission of instructor
Transferability: UBC, SFU, UVic

An exploration of advanced sculptural problems. The stress will be on the concept, interaction and interchangeability of mass and space, on personal expression, and on imaginative composition. Modelling of human figure included.

Fine Arts 241:
Sculptural Ceramics III *3 credits*

Prerequisites: FA 142, or permission of instructor
Transferability: UBC, SFU

Continued instruction in ceramic processes, wheelwork and handbuilding, and combinations of both. Glaze theory. Students will be expected to mix clays and glazes, and to load and fire kilns. Students will be encouraged to develop a personal style in their work and will work on individual projects.

Fine Arts 242:
Ceramics IV *3 credits*

Prerequisites: FA 241, or permission of instructor
Transferability: UVic

An advanced course in ceramic processes. Wheelwork, handbuilding, and combinations of both. Continued experimentation with various glazes and surface treatments. Advanced experimentation with the mixing of various clay bodies and further study of firing techniques. Students will be working on individual projects.

Fine Arts 251
Graphics and Printmaking Techniques III *3 credits*

Prerequisites: FA 152, 112 or 122 or permission of instructor
Transferability: UBC, SFU

A continuing advanced study of the planographic method, history, chemistry, procedures and artistic application. The major emphasis is on stone lithography, old and new techniques, chemistry of color printing, transfers and edition.

Fine Arts 252:
Lithography and Production *3 credits*

Prerequisites: FA 251, or permission of instructor
Transferability: UBC, UVic

An advanced study on metal (aluminum) lithography as a most contemporary graphic art procedure for artistic expression and production. Major emphasis is on hand and photo transferring methods, chemistry of the negative-positive plates, wipe-on methods, many-color registration and edition. The aim is to develop knowledge of the most modern processes and a sensitive aesthetic awareness.

Fine Arts 261:
Advertising and Promotion *3 credits*

Prerequisites: FA 112, or permission of instructor
Transferability: determined by portfolio

This course will develop students' ability to analyze given problems and reach supportive conclusions. Presentation and portfolio pieces will be developed in an agent of studio form.

Fine Arts 262:
Design Illustration *3 credits*

Prerequisites: FA 211, or permission of instructor
Transferability: determined by portfolio

Approach to illustration presented in a manner simulating professional situations outside the College. Techniques as they are currently applied to the area of fashion, illustration, editorial and newspaper illustrations will be demonstrated.

Fine Arts 263:
Lettering *3 credits*

Prerequisites: FA 162, FA 154 or permission of instructor
Transferability: determined by portfolio

A studio course designed to advance students in development of contemporary typography, signs and scripts. Students will develop design solutions at the professional level.

Fine Arts 264:
Product Illustration *3 credits*

Prerequisites: FA 112, FA 211 or permission of instructor
Transferability: determined by portfolio

This course will familiarize the student with advanced perspective and rendering techniques to achieve highly detailed, smooth, precise art, carefully executed to simulate actual product. This course will give a foundation for skills important in designing packaging, products, point-of-purchase and product exhibition. It touches also on architectural rendering.

Fine Arts 265:
Practical Graphics in Business *3 credits*

Prerequisites: none
Transferability: none

Introducing various methods of rendering a business layout (forms, charts, newsletters, etc.) up to a camera-ready standard. The course will give basic notions of printing processes, inks, paper stocks, paper folds, typography, letraset — thus enabling the student to prepare interesting basic business layouts.

Certificate of achievement awarded.

Fine Arts 271:
Surface Design I *3 credits*

Prerequisites: none
Transferability: none

This course deals with the surface treatment of fabric through various techniques: tie-dye, tritik, dip dye, Batik, block printing and painting with dyes. Study of several commercial dyestuffs, their preparation and applications. Introduction to fabric inks. Design and execution of a garment and a fabric length.

Fine Arts 272:
Surface Design II *3 credits*

Prerequisites: FA 271, or permission of instructor
Transferability: none

Advanced textile printing techniques. Block printing and further study of fabric painting. Blueprinting and silkscreen printing. Students will learn to build a silkscreen frame and stretch silk. Experimentation with a range of dyes and inks. Study of basic silkscreen techniques: paper stencil, profilm, tushce and glue, wax and lacquer. Design and execution of garment and fabric length.

Fine Arts 281:
Three-Dimensional Design I *3 credits*

Prerequisites: none
Transferability: SFU, UVic

An introduction to the basic three-dimensional design concept with emphasis on the Bauhaus curriculum and its application.

Fine Arts 282:
Three-Dimensional Design II *3 credits*

Prerequisites: none
Transferability: SFU, UVic

An advanced study of design principles in modern sculpture. Focuses on involvement in exploratory work and expression through designing and execution of several major three-dimensional structures.

Fine Arts 291:
Apparel Design I *3 credits*

Prerequisites: FA 192 and 182, or permission of instructor
Transferability: none

Continuing on with advanced pattern drafting, students will develop to suit and coat block. Other studies involve men's wear, children's wear, maternity wear and uniforms. There will be a research project involving an oral as well as a visual presentation. There will also be speakers giving an insight to the B.C. apparel industry.

Fine Arts 292:
Apparel Design II *3 credits*

Prerequisites: FA 291, or permission of instructor
Transferability: none

Using the basic blocks and newly acquired drafting skills, students will develop the bathing suit and lingerie blocks. The major project in this course is to develop a complete line' which will be geared toward a certain market e.g. cruisewear. Emphasis will be on quality apparel. As in FA 291, there will be speakers and a research project.

Students are expected to coordinate and take part in the annual spring fashion show.

Fine Arts 293:
History of Costume and Costume Design *3 credits*

Prerequisite: none
Transferability: UBC

An introduction to the practical problems of designing costumes. This course will cover the work of the designer in studying the history of the design concept, selecting fabric, meeting performers' needs and other elements. One text will be used and costumes will be designed for at least three media: a stage play, an opera, a musical or a ballet. Historical costume, dress of the near and far East and European fashion will be included.

Fine Arts 294:
Draping *3 credits*

Prerequisites: FA 191, 181 or permission of instructor
Transferability: none

The study of draping which follows the course in pattern drafting and flat design method, gives the student the necessary experience in handling fabric right on the figure; in learning its effect in hand and appearance; in gaining valuable knowledge in fitting; and finally, in being able to visualize style effect and suitability immediately.

Fine Arts 296:
Independent Study — Surface Design *3 credits*

Prerequisites: permission of instructor
Transferability: none

You may undertake, in consultation with the course instructor, an individual course of study in this area. Offered only to graduating students from the Apparel Design Program.

Fine Arts 297:
Independent Study — Textile *3 credits*

Prerequisites: permission of instructor
Transferability: none

You may undertake, in consultation with the course instructor, an individual course of study in this area. Offered only to graduating students from the Apparel Design Program.

Fine Arts 298:
Independent Study — Ceramics *3 credits*

Prerequisites: permission of instructor
Transferability: none

You may undertake, in consultation with the course instructor, an individual course of study in this area. Offered only to graduating students from the Applied Art Studio Program, Sculpture and Ceramic option.

Fine Arts 299:
Independent Study — Sculpture *3 credits*

Prerequisites: permission of instructor
Transferability: none

You may undertake, in consultation with the course instructor, an individual course of study in this area. Offered only to graduating students from the Applied Art Studio Program, Sculpture and Ceramic option.

Non-Studio electives course descriptions can be found under Career or University Transfer course descriptions.

Faculty

Mircho Jakobow, B.A. (Sofia) M.F.A. (Peking)
Janina Jakobow, B.A. (Peking), F.A.M. Training (Paris)
Wendy Eakins, B.HEc. (University of Manitoba)
Kathleen Hamilton, Vancouver School of Art Diploma, B.Ed. (UBC)
Gillian Rice, Darby and District College of Art & Technology (England) Diploma
Paul Kuzma
Marcella Corwin, B.A. (Cal. State, Fullerton)
John Weaver, Diploma Art Institute of Chicago, LLD (University of Alberta)
Donna M. Stark, Sheridan College of Art Diploma
Andrew Wong, B.Sc. M.A. (Bowling Green University), B.F.A. (UBC)

AUTO MECHANICS

This program is designed to prepare students for entry into the provincial apprenticeship system, or for entry directly into employment. It introduces students to the trade and develop skills expected of them by potential employers.

Shop and study lab procedures are set up to simulate job conditions, so punctuality and good work habits are essential. This program is part of the TRaining ACcess (TRAC) provincial training program, so students can transfer to and from other colleges and will receive provincial recognition for training received at Fraser Valley College.

Employment Opportunities

After completing the program, graduates should have a range of employment opportunities in the automotive industry, with automobile dealers or garages, service stations, and in private shops dealing with fleet maintenance. Graduates can also apply to the Apprenticeship Branch, Ministry of Labour, for information regarding entry into the automotive apprenticeship program.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year of work experience; or demonstrate a B.C. Grade 12 completion or equivalent. (ABE Advanced Level or GED).

How to Apply

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) If you wish to speak to the instructor, call 853-7441, local 339, to make an appointment.
2. Fill out the application form that comes with the information kit and attach the necessary documents:
   high school transcript showing Grade 12 completion. (ABE Advanced Level or GED acceptable).

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other TRAC courses can be entered at any time during the year, providing there is space available. The Automotive shop and study lab are located at the Abbotsford Campus.

Fees and Other Expenses

The fees are $17.60 per week plus 8% for Student Activity and Student Society membership. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Note: Fees listed were applicable at time of printing but are subject to change.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Other approximate costs are:

Basic Handtools	$500
Required Textbooks	100
Appropriate Working Apparel	75
	$675

Program Outline

This program is divided into many short-course units which include both written and practical skills. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, video tapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after 'on-the-job' situations, where a limited amount of direct supervision is required.

The training is undertaken in three phases: Common Core, which includes basic skill training; Occupational Core, dealing with intermediate level skills in the trades group; and finally the Specialty, which is the final and highest level of training within the program.

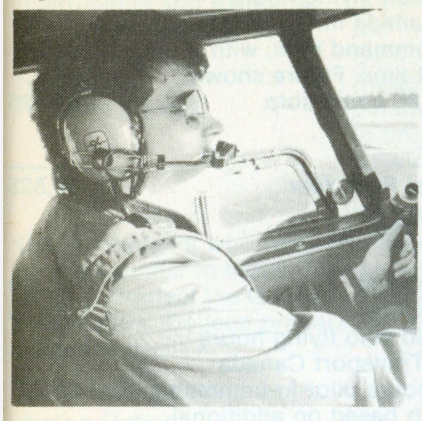
Some details of the teaching units are as follows:

— Use specialty equipment
— Start and move selected equipment
— Service brake systems
— Perform major engine overhaul
— Service electrical systems
— Service transmissions

Faculty

Len Greer, I.D. (UBC), Journeyman, Automotive Mechanics.

AVIATION TRAINING





Fraser Valley College in cooperation with Coastal Pacific Flight Centre Ltd. offers a two-year aviation training program. Aviation modules are taught by Coastal Pacific instructors at the Abbotsford Airport. Academic support courses are taught by college instructors at the Abbotsford and Chilliwack campuses. Students who successfully complete the two-year program will receive a joint diploma from Fraser Valley College and Coastal Pacific Flight Centre Ltd.

This two-year diploma program is designed to cover the academic and flying components essential to the training of commercial pilots for entry-level positions in the aviation industry in Canada.

Students who complete the first year of the program will be qualified as **commercial pilots.** The second year of the program involves a greater degree of specialization in such areas as: **airline, flight instructor or wilderness flying.**

The program objective is to develop pilots who are well trained in the manual skills required to fly an aircraft and who have a comprehensive academic background to help them understand complex aircraft systems. The academic courses are also intended to assist pilots in preparing for non-flying responsibilities which they may face in many organizations.

A preparatory program for **Air Traffic Control, Flight Service and Flight Operations** is currently under consideration. Interested students should contact the coordinator for up-to-date information.

Career Opportunities

The aviation industry, an essential dynamic force in the growth of the nation, offers opportunites for young people to select a challenging and rewarding career. The academic and flying programs provide the essential formal background necessary to qualify for professional positions whether in industry or the Ministry of Transport departments which regulate aviation.

Admission Requirements — Fraser Valley College

1. Applicants must be high school graduates, or be in the final semester of high school completion (interim transcript acceptable). Students who have completed a high school equivalency program such as ABE Advanced Level will also be considered but may have to complete the specific entrance requirements below.
2. **Applicants must have completed with a C+ minimum Algebra 12, Physics 11, and English 12. Physics 12, Computer Science and French, or other second language, are recommended.** Students with minor academic deficiencies will still be considered but may be required to complete preparatory courses in addition to the Aviation Training program.
3. Applicants may be required to provide an English Placement Test (EPT) or Composition Placement Test (CPT) score. On the basis of the score, students will be counselled to enrol in the appropriate Communications or English course.
4. Basic keyboarding/typing skills, although not essential, are useful in Data Processing and Communications courses.

Admission Requirements — Coastal Pacific Flight Centre Ltd.

1. Applicants must have completed a Canadian Private Pilot Licence or made arrangments for complete prior to September enrollment.
2. Applicants must obtain Transport Canada Category I medical certification.
3. In addition to the above, applicants must also satisfy an entrance evaluation which includes an interview(s) and assessment of references.
4. Applicants who currently hold a Canadian Commercial Pilot licence may be eligible for direct entry into second year. Contact the Coastal Pacific coordinator for information.

How to Apply

As seats in the program are limited, students should apply as soon as possible. **Initial applications should be sent to Coastal Pacific Flight Centre Ltd., Abbotsford Airport.** Fraser Valley College will begin processing applications after March 1. Applications should be completed prior to May 31 for enrollment in September. Late applications will be permitted if space permits.

1. *Note in particular that there are two set of admission requirements; one for Fraser Valley College and one for Coastal Pacific Flight Centre.*
2. On or after February 1st, fill out the application form (available from Student Services) and submit it to Coastal Pacific Flight Centre Ltd., Abbotsford Airport, R.R. 7, Abbotsford, B.C. V2S 5W6 — Attention Aviation Program Coordinator. The following **documents must accompany the application form:**
   — Proof of Grade 12 completion (GED or ABE Advanced Level acceptable) to include Algebra 12, Physics 11, and English 12 (all with C+ minimum) **or**
   — Interim transcript reflecting above **or**
   — Letter of permission from F.V.C. Aviation coordinator
   The applications will be date-stamped and used to form a wait list. Incomplete applications and those lacking the indicated documents will be returned.

3. Qualified applicants will be called for an interview appointment with Coastal Pacific Flight Centre's coordinator in the months of April and May.
4. On acceptance into Coastal Pacific Flight Centre's Aviation Program, applicants will be referred, if necessary, to the aviation coordinator at Fraser Valley College for an appointment to determine courses to complete the applicant's program of study at Fraser Valley College.
5. After evaluations have been made (within 30 days of interview) you will receive a letter stating the results. If you have been accepted, the letter will confirm registration details, starting dates and aviation supplies required.

Location

Aviation classroom instruction and academic courses by Fraser Valley College will be held at the Abbotsford and/or Chilliwack campuses. Flight training and simulator training will be held at Coastal Pacific Flight Centre, Abbotsford Airport. The physical fitness classes will be held at McMillan Pool in Abbotsford.

Dates

Instruction at Coastal Pacific and the College begins in September. College courses will normally be completed by mid-April. Flight instruction and flight time may continue through June. Coastal Pacific's summer camp recurrency training for students who need to complete their private pilot licence or upgrade their entry level skills is offered during the months of June, July and August and must be completed prior to Aviation program commencement in September.

Fees and Additional Costs

Aviation training represents a substantial financial investment. Note that there are two fee structures: one for Fraser Valley College and one for Coastal Pacific Flight Centre Ltd. College fees will be paid at Fraser Valley College; and are $22.68 per credit (includes 8% Student Society fee) or $204.12 per semester for three 3-credit courses. Coastal Pacific Flight Centre fees (summarized below) will be paid at the Abbotsford Airport to Coastal Pacific Flight Centre Ltd.

Note: Fees listed were applicable at time of printing but are subject to change.

Academic Performance

To qualify for an aviation diploma, students must obtain a minimum G.P.A. of 2 (a "C" grade) in their final semester as well as cumulatively. Students whose cumulative G.P.A. and/or semester G.P.A. falls below 2 during their program are subject to academic warning.

COASTAL PACIFIC FLIGHT CENTRE FEE SUMMARY

Note: This summary represents an estimate only, based on the required flying hours as stipulated in the following section. The **fee for each individual student will vary** according to the actual hours required to complete the program. (Rates are subject to change).

Recurring Fees Per Semester

Tuition	$350
Books and Supplies	$200
Physical Fitness	$ 50
Uniforms — Flight Shirts (at cost)	$ 45
	$645

Fee Summary First Year

Semester I Flying Costs	$3,505
Semester II Flying costs	$3,505
Additional supervised solo flying hours to meet Transport Canada minimum of 100 hours pilot-in-command time, with 150 hours total flight time. Figure shown based on additional 25 hours solo.	$1,525
Approximate Total Cost First Year	$9,825*

Fee Summary Second Year

Airline Option

Semester III Flying Costs	$ 4,130
Semester IV Flying Costs	$ 4,130
Additional supervised solo flying hours required to meet Transport Canada minimum of 150 hours pilot-in-command time. Figure shown based on additional 20 hours solo.	$ 1,220
Approximate Total Cost Airline Option	$10,770*

Wilderness Option

Semester III Flying Costs	$3,555
Semester IV Flying Costs	$3,555
Additional supervised solo flying hours required to meet transport Canada minimum of 150 hours of pilot-in-command time. Figure shown based on additional 25 hours solo.	$1,525
Approximate Total Cost Wilderness Option	$9,925*

Flight Instruction Option

Semester III Flying Costs	$2,690
Semester IV Flying Costs	$2,690
Approximate Total Cost Flight Instruction Option	$6,670*

*Includes recurring fees per semester as described above.

PROGRAM REQUIREMENTS

Semester I

CPFC Aviation Courses	FVC Academic Courses
Aeronautics I	Communications 363
Meteorology	Geography 101
Navigation	Data Processing 100
Physical Fitness	
Human Factors	

Flight Instruction

15 hours dual instruction — Aircraft
25 hours solo assignments — Aircraft
10 hours dual instruction — Simulator
10 hours solo assignments — Simulator

Semester II

CPFC Aviation Courses	FVC Academic Courses
Aeronautics II	Communications 364
Meteorology	Geography 150
Navigation	Business 303 (or Business 302)
Physical Fitness	
Human Factors	

Flight Instruction

15 hours dual instruction — Aircraft
25 hours solo assignments — Aircraft
10 hours dual instruction — Simulator
10 hours solo assignments — Simulator

Semesters III & IV

CPFC Aviation Courses	FVC Academic courses
Flight Operations	Second year course selection (3 per semester) will require FVC Aviation Coordinator approval. Students are expected to pursue subjects of interest **and** to broaden their academic development in preparation for non-flying responsibilities they may face.
Instruments and Avionics	
Instrument Procedures	
Meteorology	
Navigation	
Physical Fitness	

(Note: Students who have completed college or university courses similar to those listed above may be able to transfer credits. Contact the College's aviation coordinator for more information. College preparatory courses do not count for program credit.)

Flight Instruction

Airline Option

(Multi-Engine Instrument Rating)

25 hours dual instruction — Multi-Engine Aircraft
5 hours solo assignments — Multi-Engine Aircraft
20 hours dual instruction — Multi-Engine Simulator
20 hours solo assignments — Multi-Engine Simulator
25 hours solo assignments — Single-Engine Aircraft

Wilderness Option

(Multi-Engine Endorsement, Single-Engine Instrument Rating, Seaplane Endorsement)

10 hours dual instruction — Multi-Engine Simulator
10 hours dual instruction — Multi-Engine Aircraft
10 hours dual instruction — Single-Engine Simulator
15 hours dual instruction — Single-Engine Aircraft
25 hours solo assignments — Single-Engine Aircraft
10 hours dual instruction — Seaplane

Flight Instruction Option

(Class IV Flight Instructor Rating)

60 hours dual instruction — Preflight Briefings
30 hours dual instruction — Single-Engine Aircraft
25 hours solo assignments — Single-Engine Aircraft

Course Descriptions — FVC

Communication 363:
Business Communications I *3 credits*

Prerequisites: EPT score or CPT score
Transferability: BCIT, College, Mun, UBC, UVic, WWU, CGA, OLI

An introduction to general principles of written and oral communications and their application to business. Emphasis is on letters and memos, organizational techniques, presentation and formats. Clarity and precision in both oral and written communications are stressed.

Communication 364:
Business Communications II *3 credits*

Prerequisites: COMM 363, or permission of instructor
Transferability: BCIT, College, Mun, UBC, UVic, WWU

A continuation of Comm 363 with particular emphasis on memo reports and formal reports. Letters of application, resumes and interviewing techniques are also studied.

Data Processing 100:
Introduction to Data Processing *4 credits*

Prerequisites: none
Transferability: BCIT, CA, CGA, RIA, College, Mun, WWU, OLI

A general orientation to computing and data processing: description of computers and how they work, their capabilities and limitations, discussion of peripherals, general impact on business operations, and common data processing operations. Lab work and assignments will include electronic work sheets, visual and graphic display of business reports, word processing, and record keeping on small computing systems. (Students will not receive program credit for both DP 100 and Bus 437).

Business 302:
Management *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, College, Mun

A detailed study of the functions of management: planning, organizing, directing, and controlling. This course includes an examination of the planning process, decision-making, organization and leadership, motivation, supervision and communication, and the control process.

Business 303:
Organizational Behavior *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, College, Mun, OLI.

A course in the concepts of behavior of individuals, groups and organizations in our society, with particular emphasis on business organizations. Role-playing and case analysis may be used.

Geography 101:
Weather and Climate *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An introduction to the fields of meteorology and climatology. Emphasis will be placed on atmospheric processes, weather forecasting, and local climates, and on the relationship of these topics to a variety of environmental issues.

Geography 150:
Map and Air Photo Interpretation *4 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Introduces you to the use of maps and air photos in the study of physical and cultural landscapes. You will explore a variety of tools and techniques used in the interpretation of topographic and other maps and remotely sensed data. Although designed for the geography student, the course material will be useful in other related disciplines.

Course Descriptions — CPFC

First Year Courses

Aeronautics I

This introduction into aeronautics provides the aviation student with instruction in engineering, regulatory and theoretical subjects, which necessarily precedes flight training subject areas; Air Regulations and Air Navigation Orders, engines and structures, flight and engine instruments, airmanship, radio procedures, aviation medicine and an introduction to theory of flight and aircraft operating manuals.

Navigation;

This is an introduction to navigation and includes map reading, flight computer, VFR/IFR Supplements, weight and balance, aircraft performance, flight planning, aircraft controls, departure and enroute procedures, range and endurance, diversions, airways navigation, and search and rescue.

Meteorology

This course is designed to provide the student with a professional insight into the science of meteorology. It encompasses the elements of meteorology, synoptic analysis, a study of upper air charts, weather and climate systems of North America, weather and climate systems of the world, aviation weather services including the collection and charting of observations and the transmission of observations, the interpretations of aviation reports, and forecasts and charts.

Power Plants

This is a study of combustion engines as a means of power development for propulsion systems. The internal combustion engine — piston, turbo-jet, turbo-prop — the related accessories, principles of operation, performance and handling characteristics are related to ground and in-flight problems.

Human Factors

Two basic areas to be covered are physiology and psychology. A study of the physiological response to lack of oxygen, changes in pressure, unusual rotations, fatigue, anxiety and drugs will be complemented by a discussion of the corresponding psychological responses. Psychological factors involved in flying training and social psychology as it relates to flight crew cooperation will be studied. Additional topics will include human factors in flight safety, physical fitness, first aid and survival training.

Aeronautics II

This is a continuation of Aeronautics I and provides students with the remaining professional subject content necessary to carry out the basic function of air transportation. Subject areas include aviation meteorology, navigation and flight planning, radio aids, theory of flight and both normal and emergency procedures of a light single engine training aircraft.

Second Year Courses

Instruments and Avionics

This course is concerned with aircraft instruments and avionics in sufficient depth for students to acquire some insight into the design strategy and its mechanization, errors and performance, specifications evaluation and installations. The course will provide students with technical appreciation of avionics systems and diagnostic clues.

Flight Operations

This course is designed to provide students with professional insight into the proper handling of aircraft. It covers the entire range of preflight planning and preparation, aircraft performance, weight and balance, take-off and landing characteristics under varying conditions, the consequences of increased size and weight, of flying faster and higher and the significance of turbine engines. It also includes a study of M.O.T. and F.A.A. accident reports and summaries. The operational problems associated with subsonic and supersonic jet transport are studied. Airport design is also studied with emphasis on runway design, approach, and runway lighting and approach aids.

Physical Fitness

Of growing concern is that more men at a younger age are heart attack victims. The average heart will beat 38 million times per year. A heart rate reduced by exercise will beat 900 million fewer times in a human lifetime. The fitness course consists of aerobic exercise, some outdoor sports, swimming and optional weight training. It is designed to improve physical fitness and to develop good fitness habits for the future.

Instrument Procedures

This subject introduces the student to basic instrument flying considerations. It includes a review of VFR and its interface with IFR. The Canadian airspace structure is studied in depth and is followed with the introduction of appropriate IFR documents and publications. From a practical viewpoint students are introduced to initial cockpit considerations in the use of VOR and ADF. This is followed by introduction to advanced IFR procedures and sophisticated instrument flying equipment. The course prepares students for the Transport Canada Instrument Rating exam.

Aircraft Systems

A general discussion of hydraulic, pneumatic and electrical systems is followed by a more detailed study of flight controls, engine and accessory systems. Among the topics covered are aileron, elevator, rudder and flap systems, yaw dampers, servo-boost systems, pressurization and other environmental control systems, electrical power generation and distribution, and de-icing and fire detection systems.

Faculty

Casey Sheridan: *FVC Aviation Coordinator*
Sheila Whittaker: *CPFC Coordinator*
Cole Shelby: *CPFC, Director & Instructor*
Jake Van Laar: *CPFC Instructor*
Members from FVC departments of:
Business & Administration
Business Computing
Communications
Geography

BUSINESS & ADMINISTRATION





Business & Administration Programs

Careers in business and administration offer excitement and challenge but require dedication, common sense, hard work and a sound education.

The Business & Administration Department offers programs for students who have recently graduated from high school and for those with work experience who wish to resume their education. Students who do not meet program entrance requirements or who lack recent preparation are encouraged to consult with the program coordinator or a college counsellor about college preparatory and refresher courses.

Program Advisory Committee

To ensure program content and development meet the needs of our graduates' potential employers, the Business & Administration Department receives assistance and advice from its Program Advisory Committee. Current members are:

F. Bogle: *Retired*
M. Campbell: *Monsanto Canada Inc.*
J. Parrott: *Canada Employment Centre, Chilliwack*
B. Peets: *Eaton's*
S. Phinney: *Fiberglas Canada Inc.*
B. Proft: *First Heritage Savings Credit Union*
K. Wiebe: *K.P. Wiebe & Co., CGA*

Transferability

Many business administration courses offered at Fraser Valley College have transferability with the professional accounting associations — the Institute of Chartered Accountants (CA), the Society of Management Accountants (RIA) and the Certified General Accountants Association (CGA). In certain cases students may reduce the overall time required to complete a professional program by first completing Fraser Valley College courses and then applying for advance credit to the professional program of their choice. Interested students should see the coordinator for details.

Most business administration courses are also transferable to other B.C. colleges and institutes. To ensure maximum transfer credit, students should ensure that electives chosen are transferable and appropriate for the desired program.

How to Apply

Full-time Students

1. Read the program entrance requirements carefully before you complete the application form (attached to the Business & Administration Information kit).
2. **If you wish to start in September, return your completed application form on** or after March 2, **along with either:**

   (a) Proof (eg. high school transcript, interim transcript, ABE Advanced certificate, GED Certificate, college transcript, University transcript, work history) that you meet the academic, and where necessary, experience entrance requirements for the program selected.

   (b) letter of permission from program coordinator to the Records and Registration office at either the Abbotsford or Chilliwack Campus. **Applications received without one of the above will be returned.** For students wishing to start in January, the above procedure should be initiated on or after November 1. Early application is advised.
3. If there is a vacancy in the class, and you have the necessary qualifications, a letter of acceptance will be mailed to you after processing is completed. You may be contacted by a member of the Business Administration Department for academic counselling or remedial recommendations.
4. The acceptance letter will require you to register and pay the full fee for the upcoming semester by a specified date. Students whose applications are accepted may also be required to pay a non-refundable $50 admission deposit prior to registration.

   Your name will be added to program lists in the order registrations are received. The letter of acceptance does **not** necessarily guarantee a place in class. Your prompt registration will.
5. If there are no vacancies you will be sent a letter indicating that your name has been added to the wait list. When a vacancy occurs, you will be contacted and asked to register.
6. Effective for 1988/89: Students who do not meet all three academic entrance requirements — high school graduation, Algebra 11 with a C+ or better, and English 12 with a C+ or better (or equivalents) — may be considered for admission on a "conditional" basis but, if accepted, must complete the remaining entrance requirement(s) during the first semester. The necessary equivalent courses are available through FVC or the Open Learning Institute. Students who are accepted conditionally may be permitted to take some Business & Administration courses during this semester but course selection will require the Coordinator's authorization. Students who fail to complete the entrance requirements in the specified time will be required to withdraw. Conditional acceptance will normally not be used where major academic deficiencies exist or for Accounting, Administration or Individualized program applicants if they do not meet the additional entrance requirements specified for these programs.

Part-time Students

1. All part-time Business & Administration students planning to complete the requirements for a certificate or diploma **should apply for admission to the appropriate program prior to completing three courses.** Complete the application form (attached to the Business & Administration Info Kit) and submit it in the same manner as full time students.
2. If you are uncertain about which courses to take or how many to register for, please make an appointment at the Student Services office to see a counsellor or contact the program coordinator.

Registration timetable booklets are available at the Registration office for you to plan your academic schedule.

Fees and Additional Costs

Tuition is $22.68 per credit. If you are taking an 18-credit course load, your tuition will be 18 × $22.68 = $408.24 per semester. Full semester fees must be paid when you register. The maximum fee per semester is $453.60. The fee includes 8% for the Student Society.

Note: Fees listed were applicable at time of printing but are subject to change.

Textbooks and supplies cost approximately $600.00 per year (approximately $50.00 per course). They should be considered an investment and become part of your business library.

Academic Performance

To qualify for a Business & Administration Department certificate or diploma, students must obtain a minimum G.P.A. of 2 (a "C" grade) in their final semester as well as cumulatively. Students whose cumulative G.P.A. and/or semester G.P.A. falls below 2 during their program are subject to academic warning.

BUSINESS ADMINISTRATION DIPLOMA

This two-year diploma program is designed to give you a solid educational background on which to build a career in business or management. It stresses practical management skills and fundamental business theory. The second year of the program permits emphasis in accounting, marketing, or general business, depending upon the electives you select.

In addition to the transfer possibilities referred to in the Transferability section, students who complete the 2-year diploma in Business Administration are eligible for block transfer to the Open Learning Institute's Bachelor of Arts in Administrative Studies degree program. To maximize transfer credit (up to 60 of the 120 credits required) students should consult OLI's requirements before selecting second year electives. For those interested in accounting, OLI has made transfer arrangements for their progam with the Institute of Chartered Accountants of B.C. (With the exception of City University which has also indicated block transfer arrangements are possible, only limited course transfer is available to other degree granting institutions unless students take the appropriate University Transfer program at FVC).

Entrance Requirements

The minimum entrance requirement is high school graduation or equivalent. Algebra 11 or equivalent is required for BUS 331 and 332 (see course prerequisites). If you don't have these qualifications, you may apply to the College for preparatory courses and programs. Mature students lacking recent preparation are advised to consult with the program coordinator about refresher courses such as math, reading and study skills, etc.

The above is intended to be a statement of the minimum preparation required for entrance into the program. Our experience shows that where a student has only marginally attained these requirements, difficulty is often experienced in the program. In such cases, upgrading may be advisable. This may mean the student will require more than two years to complete the program.

We recommend that high school preparation include Algebra 12, at least one grade 12 Science course, and a C+, or better, in English 12. A second language is also advisable.

A score on the English Placement Test (EPT) or Composition Placement Test (CPT) is required for entry into Communications 363. Students are advised to take the test before August. This does not affect admission into the program.

Students who have completed relevant certificate or one-year programs may have some or all of their credits recognized for credit to the Business Administration Diploma program. See the program coordinator for further information.

Note:

Effective for 1988/89 the entrance requirement will become:

(a) high school graduation, or equivalent, with
(b) Algebra II (C+ or better) or equivalent, and
(c) English 12 (C+ or better) or equivalent, or CPT or EPT score satisfactory for entry into the required communications course.

Recommended preparation in high school includes Algebra 12, and other academic courses, in particular grade 12 sciences and a second language. Refer to the "How to apply" section for information about conditional acceptance.

Length and Location

To complete the program in the minimum time (two years), you should start in September. Students starting in January may, because of sequencing requirements, have only a limited number of courses available to them in some of the semesters. Consequently, it will take longer to complete the program. See the coordinator for details.

First-year courses are normally offered at both the Abbotsford and Chilliwack campuses. (Some of the courses in Chilliwack may be offered only in the evenings). Usually the second-year business courses are offered in Abbotsford. Several of the second-year courses will be offered in the evenings only.

Program Outline*

Semester I		*Credits*
BUS 301	Introduction to Business	3
BUS 321	Principles of Accounting I	3
BUS 341	Basic Marketing I	3
BUS 361	Microeconomics for Business	3
BUS 437	Computing in Business	4
COMM 363	Business Communications I	3
		19

Semester II		*Credits*
BUS 302	Management	3
BUS 322	Principles of Accounting II	3
BUS 331	Business and Financial Mathematics	3
BUS 342	Basic Marketing II	3
BUS 362	Macroeconomics for Business	3
COMM 364	Business Communications II	3
		18

Semester III		*credits*
BUS 401	Personnel	3
BUS 427	Management Accounting I	3
BUS 332	Business Statistics	3
BUS 465	Business Law	3
	Two BUS, DP or UT electives	6-8
		18-20

Semester IV		credits
BUS 411	Business Policy	3
BUS 412	Production	3
BUS 438	Management Information Systems	3
	Three BUS, DP or UT electives	9-12
		18-21

*Course sequence is under review and subject to change.

ADMINISTRATION CERTIFICATE

The certificate program in Administration consists of two parts. In the core section you will complete six courses which provide a general background in the fundamentals of administration. The elective section allows you a choice of Business & Administration courses depending on your interests or requirements, including public/municipal administration courses when available through other institutions by correspondence. Students interested in native government or band administration should contact the coordinator about approved electives and course selection.

Entrance Requirements

To be admitted to this certificate program, you must have worked on a full-time basis for at least one year after graduating from high school or be currently working in this field. Students who did not complete high school are encouraged to consult with the program coordinator or a college counsellor about high school equivalency programs and college preparatory courses.

A score on the English Placement Test (EPT) is required for entry into Communications 363 or 365. Students are advised to take the test before August. This does not affect admission into the program.

Note:
Effective for 1988/89 the entrance requirement will become:

(a) high school graduation, or equivalent, with
(b) Algebra II (C+ or better) or equivalent, and
(c) English 12 (C+ or better) or equivalent, or CPT or EPT score satisfactory for entry into the required communications course, and
(d) one year of full-time work experience after high school.

Recommended preparation in high school includes Algebra 12, and other academic courses, in particular grade 12 sciences and a second language. Refer to the "How to apply" section for information about conditional acceptance.

Dates and Locations

Many business courses are offered at both the east and west campuses. Contact Student Services for specific dates and locations. At least one of the core courses will usually be offered in the evening each semester. Courses may be taken in any sequence provided specific prerequisites are met.

Program Outline

Core		*Credits*
BUS 302	Management	3
BUS 321	Principles of Accounting I	3
BUS 362	Macroeconomics for Business (or Economics 202)	3
BUS 437	Computing in Business (or Data Processing 100)	4
BUS 465	Business Law	3
COMM 365	Basic Business Communications (or Communications 363)	3
		19
Electives	Any other 6 Business Administration courses offered for credit, correspondence couses in public/municipal administration available through other institutions and approved by the Business & Administration Department, or native government related courses approved by the Department. COMM 368, Oral Communications, is a recommended elective.	18

Length

Full-time students can complete the program in one year provided all the courses they require are available. Most students will require more than one year. You may take up to seven years to complete the requirements for the certificate program on a part time basis. We recommend that a person working full-time take no more than two courses per semester. Once you have completed the program's requirements, you may apply to Student Services for the certificate.

ACCOUNTING CERTIFICATE

The Accounting Certificate program is a comprehensive accounting program designed for mature students who wish to pursue a career in accounting or financial management.

The program is designed to serve the special needs of students wishing to accelerate their progress towards the achievement of graduate membership in one of the professional societies. Specifically, the Accounting Certificate will provide students with significant advance credit towards either the Registered Industrial Accountant designation, RIA (being changed to Certified Management Accountant, CMA), or the Accounting Technologist's diploma of the Society of Management Accountants. Advanced credit also may be obtained towards the Certified General Accountant's diploma, CGA, of the Certified General Accountants' Association. Students are advised to acquaint themselves with the transfer credit/course exemption policies of the accounting societies.

The program may be taken on a part-time basis over several years or, if all required courses are available, on a full-time basis in one year. As enrollment is limited, early application is encouraged.

The course workload of the full-time program is rigorous and demanding. Prospective students must be prepared to devote above normal effort and time to their studies. This commitment is considered essential for successful completion of the program. Both professional bodies provide scholarships for students entering the professional programs. Details may be obtained from Student Services.

Entrance Requirements

To be admitted to this certificate program you must have completed high school (or equivalent, or be currently employed in the accounting field) **and** have successfully completed BUS 321/322 or the equivalent, with a grade of 70% or better. Algebra 12, or equivalent, is recommended. In addition, students should have a basic understanding of mathematics of finance and present value concepts.

Note:
Effective for 1988/89 the entrance requirements will become:

(a) high school graduation, or equivalent, with
(b) Algebra II (C+ or better) or equivalent, and

(c) English 12 (C+ or better) or equivalent, or CPT or EPT score satisfactory for entry into the required communications course, and
(d) successful completion of BUS 321/322 or the equivalent, with a grade of 70% or better. In addition students should have a basic understanding of mathematics of finance and present value concepts.

Recommended preparation in high school includes Algebra 12, and other academic courses, in particular grade 12 sciences and a second language. Refer to the "How to apply" section for information about conditional acceptance.

Dates and Locations

Courses will be offered at either the Abbotsford or Chilliwack campuses. While the intent is to offer all courses each year, funding levels may limit one or more courses to only being available every second year. Evening sections may only be available on a two or three year cycle. Students are advised to contact the program coordinator rescheduling of courses.

Length

You may take up to seven years to complete the requirements for the Accounting Certificate program. We recommend that a person working full-time take no more than two courses per semester. Once you have completed the program's requirements, you may apply to Student Services for the certificate.

Program Outline

Core Courses		*Credits*
BUS 421	Intermediate Accounting I	3
BUS 422	Intermediate Accounting II	3
BUS 427	Management Accounting I	3
BUS 429	Financial Management	3
BUS 437	Computing in Business (or DP100)	4
BUS 438	Management Information Systems	3
BUS 465	Business Law	3
BUS 332	Business Statistics	3
ECON 110	The Canadian Economy	3
Elective Courses		
	Any three approved business Administration electives. (Also see recommendations below)	9
		37

Professional Programs

Society of Management Accountants — RIA professional designation

Students wishing to pursue the professional designation of RIA (being changed to CMA) of the Society of Management Accountants, should elect the following courses:

BUS 303 Organizational Behavior
BUS 428 Management Accounting II
BUS 424 Introduction to Income Tax

Successful completion of these and the core courses will provide students with nearly four years of advanced credit toward the RIA designation.

Society of Management Accountants — Accounting Technologist's diploma

Students wishing to pursue the Accounting Technologist's diploma of the Society of Management Accountants may seek full advanced credit subject to successfully completing the Society's examination in Management Accounting. Students wishing to pursue this objective should elect the following courses:

BUS 303 Organizational Behavior
BUS 428 Management Accounting II
One Business Option

Certified General Accountants' Association — CGA professional diploma

Students wishing to pursue the Certified General Accountants' CGA diploma should elect the following courses:

COMM 365 Basic Business Communications (or Comm 363)
COMM 368 Oral Communications
One Business Option

Students successfully completing all the core courses and electives can apply for three years advanced credit in the CGA program.

Professional Programs — Additional Requirements

In addition to the above requirements, all of the professional programs have work experience and grade requirements. Also the professional programs change from time to time. Interested students should consult the coordinator or the respective professional society or association for up-to-date details.

MARKETING & SALES CERTIFICATE

The Marketing & Sales Certificate program is intended for recent high school graduates interested in marketing and sales as a career. The program is also designed to provide increased professionalism for those already working in this field, and a solid educational background for those currently in other fields but planning a career in marketing and sales.

Entrance Requirements

The minimum entrance requirement is high school graduation or equivalent. Our experience has shown that where a student has only marginally attained this requirement difficulty is often experienced. **We recommend that high school preparation include Algebra 11 and a C+ or better in English 12.**

A score on the English Placement Test (EPT) is required for entry into Communications 365. Students are advised to take this test before August. This does not affect admission into the program.

Note:
Effective for 1988/89 the entrance requirement will become:
(a) high school graduation, or equivalent, with
(b) Algebra II (C+ or better) or equivalent, and
(c) English 12 (C+ or better) or equivalent, or CPT or EPT score satisfactory for entry into the required communications course.

Recommended preparation in high school includes Algebra 12, and other academic courses, in particular grade 12 sciences and a second language. Refer to the "How to apply" section for information about conditional acceptance.

Dates and Locations

Courses will be offered at either the Abbotsford or Chilliwack campuses. Some electives may not be available every year.

Length

Students taking the program on a full-time basis can complete it in one year. Part-time students may take up to seven years to complete the requirements. We recommend that a person working full-time take no more than two courses per semester. Once you have completed the requirements, you may apply to Student Services for the certificate.

Program Outline

Core Courses		*Credits*
BUS 303	Organizational Behavior	3
BUS 340	Essentials of Marketing	3
BUS 437	Computing in Business	4
BUS 447	Salesmanship	3
BUS 450	Advertising	3
BUS 453	Introduction to Retailing	3
COMM 365	Basic Business Communications	3
COMM 368	Oral Communication	3
		25

Elective Courses (4 of the 8 below) 12

General Marketing Development

BUS 321	Accounting I
BUS 407	New Business Development
BUS 448	Sales Management
BUS 465	Business Law

Merchandising Development

BUS 454	Merchandising
BUS 386	Co-operative Work Experience
BUS 455	Visual Merchandising
BUS 401	Personnel Administration

INDIVIDUALIZED PROGRAMS

Individualized certificate and diploma programs in Business & Administration permit mature students to prepare for specific types of employment or positions with new or increased responsibilities. Each program will be composed of courses considered appropriate in view of the individual's work experience, current job needs and future career plans. Programs are developed in consultation with the Business & Administration program coordinator, other department faculty and, as appropriate, industry representatives or the applicant's employer. Each program must be approved by the Individualized Program Approval Committee.

Training requirements in individualized programs may be very specialized. Students should be prepared to undertake on-the-job training (perhaps without pay), correspondence courses, or independent study. Occasionally, it may be necessary to take courses at other Fraser Valley and Lower Mainland institutions. Courses from any college department will be used, if required, but at least one-half of the courses in an individualized program must be from the Business & Administration Department. Programs may be completed on a full-time or part-time basis.

Entrance Requirements

Candidates for an individualized program should have a minimum of five years full-time work experience plus high school graduation, or its equivalent. Individual course prerequisites must also be met. Detailed information on admission requirements and procedures is available from the program coordinator. Proposed programs which are similar to existing programs at the College will be rejected.

Note:

Effective for 1988/89 the entrance requirement will become:

(a) high school graduation, or equivalent, with
(b) Algebra 11 (C+ or better) or equivalent, and
(c) English 12 (C+ or better) or equivalent, or CPT or EPT score satisfactory for entry into the required communications course and
(d) a minimum of five years full-time work experience.

Recommended preparation in high school includes Algebra 12, and other academic courses, in particular grade 12 sciences and a second language. Refer to the "How to Apply" for information about conditional acceptance.

Program Development and Approval

See the Business & Administration program coordinator for details.

Length

Individualized certificate programs normally consist of 36 credits in college-level courses. Individualized diploma programs normally require 72 credits. The time required to complete an individualized program will depend on whether students are full-time or part-time, the nature of their program and field experience requirements. Full-time students usually complete 18 credits per four-month semester. Part-time students must successfully complete a minimum of two courses per academic year. A completion timetable will be arranged with each student.

Dates and Location

While applications for individualized programs are accepted throughout the year most courses will start in either September or January. Students should allow a reasonable period of time for program development and approval procedures to be completed. Applications for September should be received by April 1 and for January by October 1.

Students should be prepared to take classes in both Abbotsford and Chilliwack. Occasionally programs may require instruction at other institutions within commuting distance of Abbotsford.

Course Descriptions

Explanation of Transferability Symbols

BCIT	- British Columbia Institute of Technology
CA	- Institute of Chartered Accountants of B.C.
RIA	- Registered Industrial Accountant (being changed to CMA, Certified Management Accountant) of the Society of Management Accountants of B.C.
CGA	- Certified General Accountants' Association of B.C.
UBC	- University of British Columbia
SFU	- Simon Fraser University
WWU	- Western Washington University
OLI	- Open Learning Institute
College	- Most British Columbia colleges
Mun	- Municipal Administrators' Education Council of B.C.
ICB	- Institute of Canadian Bankers
Other	- See Program Coordinator for Details

(Students are advised to obtain detailed information about the conditions under which courses are transferable to other institutions. For example, some institutions have minimum grade requirements. **Because receiving institutions determine transferability, the information provided in this section regarding transferable courses is subject to change without notice.)**

Business 301:
Introduction to Business *3 credits*

Prerequisites: none
Transferability: BCIT, College, Mun, WWU

An orientation to the nature of business in the private enterprise system. The nature and functions of management are examined, as well as the major business functions of finance, personnel, production and marketing. Typical cases taken from industry are studied to encourage you to think for yourself.

Business 302:
Management *3 credits*

Prerequisites: none (exception: Business Administration Diploma students require BUS 301.)
Transferability: BCIT, RIA, CA, College, Mun

A detailed study of the functions of management: planning, organizing, directing, and controlling. This course includes an examination of the planning process, decision-making, organization and leadership, motivation, supervision and communication, and the control process.

Business 303:
Organizational Behavior *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, College, Mun

A course in the concepts of behaviour of individuals, groups and organizations in our society, with particular emphasis on business organizations. Role-playing and case analysis may be used. (Program credit will be given for either BUS 303 or COMM 410, not for both).

Business 321:
Accounting I *3 credits*

Prerequisites: none
Transferability: BCIT, RIA, CGA, College, Mun, WWU, ICB

Introduces the basic principles, concepts, and applications of financial accounting.. This course is a prerequisite for all other accounting courses at the college. The course will emphasize the practical application of accounting and will include the following topics: nature and purpose of accounting; balance sheet; income statement, accounting cycle, internal control; specialized journals; payroll accounting; accounting for cash, receivables, payables and inventories.

Business 322:
Accounting II *3 credits*

Prerequisites: BUS 321, or permission of instructor
Transferability: BCIT, CA, RIA, CGA, College, Mun, SFU, UBC, WWU, ICB

This course is a continuation of BUS 321. Topics included are accounting for plant and equipment, natural resources and intangibles; corporations-organization and shareholders' equity; earnings per shares; dividends; bonds payable; leases; marketable securities; cost and equity method of accounting; statement of changes in financial position; analysis and interpretation of financial statements; budgeting.

Business 331:
Business & Financial Mathematics *3 credits*

Prerequisites: Algebra 11 (with a C grade or better, C+ effective 1988/89), or permission of instructor (Algebra 12 is recommended)
Transferability: BCIT, College, WWU

Review of basic mathematics applicable to business and industry; mathematics of finance, including retail operations; simple and compound interest; discounts; annuities; financial papers; and depreciation methods. Emphasis is on practical applications to the field of financial management.

Business 332:
Business Statistics *3 credits*

Prerequisites: Algebra 11 (with C grade or better, C+ effective 1988/89), or permission of instructor (Algebra 12 is recommended)
Transferability: BCIT, CA, RIA, CGA, College, Mun, SFU WWU

Studies the theory and technique of compiling, presenting and interpreting data for decision-making in business. Measures of central tendency and dispersion; elementary probability; index numbers; sampling techniques and intervals; analysis of time series for trend; seasonal and cyclical fluctuations; confidence limits of the mean; hypothesis testing; correlation and regression; indexing; statistical quality control.

Business 340:
Essentials of Marketing *3 credits*

Prerequisites: none
Transferability: College

A condensed version of Business 341 & 342 - Basic Marketing I and II. Designed for students not on the two year Business Administration Diploma Program. (Program credit will be given for either BUS 340 or BUS 341/342, but not for both.)

Business 341:
Basic Marketing I *3 credits*

Prerequisites: none
Transferability: BCIT, College, WWU

An introductory survey course which examines the marketing environment and the fundamental principles underlying the selling of consumer and industrial goods and services.

Business 342:
Basic Marketing II *3 credits*

Prerequisites: BUS 341, or permission of instructor
Transferability: BCIT, College

A continuation of Basic Marketing I, examining market research, product planning, selection of trade channels, merchandising, advertising, pricing, promotion and selling techniques. Case studies are used extensively to emphasize fundamental principles.

Business 361:
Microeconomics for Business *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, SFU, WWU

Economic theories of the behavior of individual firms and consumers are presented in this course within the context of the current Canadian economic environment. Emphasis is placed on how this environment affects business. (Program credit will be given for either BUS 361 or ECON 201, but not for both.)

Business 362:
Macroeconomics for Business *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, SFU, WWU

Introduces you to the basics of macroeconomic theory. Topics such as government fiscal and monetary policy, the banking system, the balance of payments and exchange rates will be covered. This course will also emphasize the impact of these areas on contemporary Canadian business. (Program credit will be given for either BUS 362 or ECON 202, but not for both.)

Business 386:
Co-operative Work Experience *3 credits*

Prerequisites: must be a full-time Marketing & Sales Certificate student with a minimum first semester GPA of 2.5, or permission of program coordinator. Acceptance subject to a suitable position or project being available.

Cooperating firms and organizations provide on-the-job experience. Alternatively students may be assigned a business or administration related project with a local organization. Students will also be required to complete assignments related to work experience and attend supporting seminars.

Business 401:
Personnel Administration *3 credits*

Prerequisites: none
Transferability: BCIT, College, Mun

Personnel administration involves the study of recruitment, selection and placement; job analysis; job descriptions; job evaluation; compensation and appraisal plans; employment benefit programs; training and educational programs; and labor relations.

Business 402:
Industrial Relations *3 credits*

Prerequisites: none
Transferability: College

An introduction to the fundamental issues and facts of labor/management relations. Special emphasis is given to collective agreement content and interpretation, bargaining and basic labor economics. (Will not be offered in the near future.)

Business 407:
New Business Development *3 credits*

Prerequisites: none
Transferability: College

A comprehensive course in how to establish a small business. Topics included are: buying a business, franchises, starting your own business, sources of financing, forms of business, determining location, and the management strategies of marketing, finance, production and inventory control, and human resources. The course includes the development of a business plan.

Business 411:
Business Policy *3 credits*

Prerequisites: full first year, supervisory position in business, or permission of instructor
Transferability: BCIT, College

An examination of how management sets objectives of a business organization and the importance of planning and control to achieve these objectives. It includes an examination of long- and short-range goals and objectives; policy formation; rules and procedures; and decision making.

Business 412:
Production *3 credits*

Prerequisites: full first year, supervisory position in business, or permission of instructor (and BUS 437 or equivalent effective 1988/89)

A survey of the production function in business with emphasis on inventory management, project management and quality control. Particular emphasis will be placed on how managers can use the computer in manufacturing operations to help them in decision making. Field trips may be required.

Business 413:
Business Simulation *3 credits*

Prerequisites: none

A business management computer simulation game that enables students to make period-by-period operating and planning decisions in a competitive environment covering the major functional areas of production, marketing, personnel and finance. (Will not be offered in the near future.)

Business 421:
Intermediate Accounting I *3 credits*

Prerequisites: BUS 322 or equivalent with instructor's permission. BUS 331 is recommended.
Transferability: CGA, RIA, WWU, CA

This course and BUS 422 further develops the concepts, practices, and techniques, presented in BUS 321/322. Topics include theoretical foundations of accounting; measurement and reporting of financial information; cash; receivables; inventories; operational assets; intangible assets; investments - temporary and long-term; revenue recognition; financial reporting and changing prices.

Business 422:
Intermediate Accounting II *3 credits*

Prerequisites: BUS 421 or equivalent with instructor's permission.
Transferability: RIA, CGA, WWU, CA

This course represents a continuation of the financial accounting subject matter presented in BUS 421. Topics include liabilities, corporations and shareholders equity, pensions, leases, income taxes, segmented information and interim reporting of changes in financial position, earnings per share, statement of changes in financial position.

Business 424:
Introduction to Income Tax *3 credits*

Prerequisites: BUS 322 or equivalent with instructor's permission
Transferability: CA, RIA

An introduction to personal and corporate taxation. Topics include sources of income-employment, business and property; deductions from income; capital cost allowance and eligible capital property; capital personal losses; taxable income-individuals, corporations.

Business 427:
Management Accounting I *3 credits*

Prerequisites: BUS 322, or equivalent with instructor's permission (BUS 331 is recommended)
Transferability: CA, RIA, CGA, College

Introduction to management accounting; cost/volume/profit relationships and analysis; job order and process costing; budgeting and responsibility accounting; flexible budgets; standard costs — materials, labor, overhead; cost behavior; relevant costing and capital budgeting; direct and absorption costing; cost allocation; joint products and by-products.

Business 428:
Management Accounting II *3 credits*

Prerequisites: BUS 427, or equivalent with instructor's permission
Transferability: CA, RIA, CGA, College

Job order costing — materials, labor, overhead; process costing; waste and spoilage; analysis of cost behavior patterns; profit planning under conditions of certainty and uncertainty; linear programming; short-term decision analysis.

Business 429:
Financial Management *3 credits*

Prerequisites: BUS 322, or equivalent with instructor's permission (BUS 331 is recommended)
Transferability: CA, RIA, CGA, College

Role and objectives of financial management; capital budgeting; long-term sources of funds; cost of capital and capital structure; short- and intermediate-term sources of funds; management of working capital; dividend policy and valuation of common shares; portfolio theory and capital asset pricing model, mergers and acquisitions.

Business 437:
Computing in Business *4 credits*

Prerequisites: Acceptance into a Business & Administration Department program
Corequisite: BUS 321 is recommended
Transferability: CGA, RIA, CA

A general orientation to computing and data processing: description of computers and how they work, their capabilities and limitations, discussion of peripherals, general impact on business operations, and common data processing operations. Lab work and assignments will include electronic worksheets, visual and graphic display of business reports, word processing, and recordkeeping on small computing systems. (Program credit will be given for either BUS 437 or DP 100, but not both.)

Business 438:
Management Information Systems *3 credits*

Prerequisites: BUS 322 and BUS 437 or equivalent with instructor's permission
Transferability: CA, RIA, CGA, College

This course discusses the concepts of management information systems with special emphasis devoted to accounting information systems, internal control and methodology for systems development.

Business 447:
Salesmanship *3 credits*

Prerequisites: none
Transferability: BCIT, College

An introduction to professional selling. Emphasis is placed on practical problems of locating and qualifying prospects, use of the depth approach, and improving sales preparation and organization.

Business 448:
Sales Management *3 credits*

Prerequisites: none
Transferability: BCIT, College

General principles of sales management are examined. Emphasis is placed on human resources, and on selection, assimilation, training and supervision. An examination of sales research, planning, organization and analysis is also made. The course ends with a discussion of sales management ethics.

Business 450:
Advertising *3 credits*

Prerequisites: none
Transferability: BCIT, College

Advertising philosophy and purpose; organization of the advertising function; relationship of advertising to other business divisions; advertising planning; the business management of advertising; the creative process; research; media; newspaper, radio, T.V., magazines, direct mail, outdoor, public relations; copy; layout; art; strategies and campaigns; production and communications; controls; evaluation of results.

Business 453:
Introduction to Retailing *3 credits*

Prerequisites: none
Transferability: BCIT, College

A study of retail management principles applicable to both large and small scale operations. Areas dealt with normally include the consumer, market segmentation, location, store design, space utilization, organization structure, personnel management, merchandise presentation and display, personal selling, customer services and expense control. (Merchandising is covered in BUS 454)

Business 454:
Merchandising *3 credits*

Prerequisites: Algebra 11 is recommended
Transferability: BCIT, College

This course deals with the process of developing, securing and controlling the merchandise mix to meet a firm's marketing objectives. Course topics normally include merchandising budgets, retail inventory method, open-to-buy control, assortment development, buying plans and strategy, pricing, terms of sale, merchandise record keeping, and replenishment methods.

Business 455:
Visual Merchandising *3 credits*

Prerequisites: none
Transferability: none

An introduction to the techniques of merchandise presentation and store displays. Opportunities for practical application will be provided in-class.

Business 485:
Co-operative Work Experience *3 credits*

Prerequisites: Full-time, second-year Business Administration Diploma student with first-year GPA of 2.5, or permission of program coordinator. Acceptance subject to a suitable position or project being available.

Cooperating firms and organizations provide on-the-job experience. Alternatively, students may be assigned a business or administration related project with a local organization. Attendance at a number of seminars and completion of a supporting assignment may be required.

Business 486:
Co-operative Work Experience *3 credits*

Prerequisites: Same as BUS 485 or permission of program coordinator. Acceptance subject to a suitable position or project being available.

Same as BUS 485.

Business 465:
Business Law *3 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, WWU

Beginning with an overview of the sources of law and court procedures, this course explores torts and focuses on contract law. The material covered provides a sound definition of contract law as well as examining specific contractual arrangements, including securities, real estate transactions and general business transactions. Students will also be exposed to the law relating to business organizations, such as partnerships and corporations.

Communication 363:
Business Communications I *3 credits*

Prerequisites: English Placement Test or Composition Placement Test score
Transferability: BCIT, CGA, College, Mun, UBC, UVic, WWU, OLI

An introduction to general principles of written and oral communications and their application to business. Particular emphasis is placed on letters, effective sentence construction, paragraph development, organizational techniques, presentation and formats. Clarity and precision in both oral and written communications are stressed.

Communication 364:
Business Communications II *3 credits*

Prerequisites: COMM 363, or permission of instructor
Transferability: BCIT, College, Mun, UBC, UVic, WWU

A continuation of Business Communications I, with particular emphasis on memos, and long reports. Letters of application resume and interviewing techniques are also studied.

Communications 365:
Basic Business Communications *3 credits*

Prerequisites: English Placement Test or Composition Placement Test score
Transferability: CGA, WWU, OLI

A condensed version of Business Communications I and Business Communications II, this course is an introduction to the general principles of written business communications. Focus is on letters (e.g. request, complaint, persuasive), memos, and reports used in business. As well, letters of application and resumes are examined. You will write a variety of letters, memos and reports.

Communications 368:
Oral Communications *3 credits*

Prerequisites: none
Transferability: CGA, WWU

The focus is on the principles and psychology of effective speaking. Specific areas include listening skills, interviewing skills, informal presentations to small groups, formal presentations, meetings, the use of audio visual aids, developing the voice and improving kinesics.

Data Processing 100
Introduction to Data Processing *4 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, Mun, WWU

A general orientation to computing and data processing: description of computers and how they work, their capabilities and limitations, discussion of peripherals, general impact on business operations, and common data processing operations. Lab work and assignments will include electronic worksheets, visual and graphic display of business reports, word processing, and record keeping on small computer system. (Student will not receive program credit for both DP 100 and BUS 437.)

Economics 110
The Canadian Economy *3 credits*

Refer to the University Transfer Section of the calendar for course description. (In the Accounting Certificate Program this course may be replaced by BUS 361 and 362 **or** ECON 201 and 202.) Students will not receive program credit for this course if it is taken after BUS 361, BUS 362, ECON 201, or ECON 202.

Economics 201:
Principles of Microeconomics *3 credits*

Refer to the University Transfer section of the calendar for course description.

Economics 202:
Principles of Macroeconomics *3 credits*

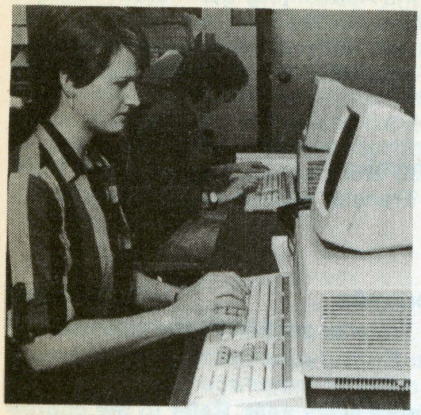
Refer to the University Transfer section of the calendar for course description.

Not all courses are offered every year. Refer to the course timetable available prior to Fall and Winter semesters for information. Part-time students with specific interests are advised to contact the program coordinator.

Faculty

Casey Sheridan, B.A. (UBC), *Program Coordinator*
Joanne Bright, B.Sc. (Guelph), B.Ed. (Western), M.Sc. (McMaster)
Greg Buck, B.Comm. (Sask), C.A.
Ron Burr, B.Comm. (UBC), C.A.
Wendy Burton, M.A. (Queen's)
Brian Coulter, B.A. (Hons), M.A. (Calgary)
Cheryl Dahl, B.A. (Calgary)
Ken Fernstrom, B.A. (U.Vic.), M.A. (McMaster), Prof. Cert. (SFU)
Peter Fuhrman, B.Comm., M.B.A. (U of Alberta)
Carollyne Guidera, B.Sc., M.Sc. (SFU)
Larry Howe, B.Sc. (Calgary), B.Ed. (Alberta), C.A.
David Jones, CGA
Kendra Kowalski, Art in Merchandising Diploma
Merv Michaels, B.Comm. (Hons.) (Sask.), M.B.A. (McMaster), R.I.A., C.A.
Gerald Palmer, B.A. (SFU), L.L.B. (Toronto)
Betty Urquhart, B.A., Professional Certificate (UBC)
Blake Wight, B.Comm. (Alberta), Diploma Urban Land Econ. (UBC), R.I. (B.C.)
Ken Wood

BUSINESS COMPUTING





In less time than a normal working career, the business world has undergone a substantial transition in response to the technology related to computers.

Many businesses, especially in the Fraser Valley, have jobs requiring familiarity with computers, so that specific applications can be undertaken. Others, especially in the lower mainland, are processing data at a substantial and increasing rate and require personnel with substantial knowledge and experience in data processing. Trained personnel are required to deal with this information explosion on both single and multi-user computer systems.

It is the goal of this program to supply graduates that meet these requirements. The program attempts to provide practical training on a range of computer equipment currently being acquired and used by small and medium-sized businesses. The program is designed to change as technology changes.

Program Advisory Committee

The Business Computing department receives both advice and assistance from members of an advisory committee on all aspects of the program. Current members are:

William D. Clark	*Bigfoot Computing Ltd.*
Lance Duthie	*Canadian Forest Products*
Gary Fribance	*Ernst & Whinney*
Barry Marsden	*Conair Aviation Ltd.*
Brian Murphy	*Corrections Service Canada*
Bruce Wood	*East Chilliwack Agricultural Co-op*
Wayne Welsh	*Fraser Valley College*
Student	*Fraser Valley College*

Fraser Valley College offers the following training levels:

- A two-year diploma program which provides substantial training for those entering the program with limited or no previous computer experience.
- A one-year certificate program with less technical training for those wishing to enter the workforce sooner in a less demanding position.
- A one-year certificate program emphasizing business uses of micro-computers for those entering with limited or no computer experience.
- An eight-course certificate program in office automation for those already experienced in a business office and wishing to upgrade their computer skills.
- Refresher training for those requiring specifically updated knowledge and experience.

Employment Opportunities

Graduates of the two-year diploma program could be employed at entry-level programming or analyst jobs, or in small businesses that already have computerized systems or are expanding in that direction. While the initial work might be related to specific computerized applications, the graduate would be involved with all phases of computer growth in the company, and would normally expect to supervise other employees in this area after sufficient on-the-job experience.

Graduates of the one-year certificate programs would be employed primarily by companies that are using specific computer applications such as inventory control or accounting. The graduate might be the only employee familiar with computers in a small office, or might work under supervision in a larger office. Some office career tasks, such as data entry jobs and word processing, would likely be involved, and the employee would be expected to develop together with the data processing needs of the company.

The Office Automation program is designed for experienced secretaries, clerks and other office workers who wish to adapt to a computerized office and work environment. This program can be taken on an evening and part-time basis over several semesters so that employees can continue with their job; alternatively a student taking the program on a full-time basis could complete it and return to employment within eight months. Most companies now require their managerial, secretarial and clerical staff to be familiar with automated office concepts.

Entrance Requirements

Students are encouraged to contact the program coordinator at 853-7441 local 298 for an interview to discuss their likelihood of success.

1. Grade 12 completion (ABE Level or GED certificate acceptable) to include Algebra 12. (if you are currently in the last semester of completing these, obtain an interim transcript from an instructor/counsellor.)
2. Composition Placement Test scores are required prior to enrolment in communications courses (see the COMMUNICATIONS section)

   Students who have graduated from Grade 12 but who have not completed Algebra 12 will be permitted to enrol in the programs, but will be required to complete MATH 101 before taking DP 120.

   In addition, those 19 years or older and lacking Grade 12 may be considered if their work experience indicates a reasonable chance of success.

Students wishing to apply to the Office Automation program must either have completed Grade 12 or be 19 years or older. In addition they must have at least one year of full-time office experience and are required to have an interview with the program coordinator to plan the complete program, based on course and seat availability.

How to Apply

Full-time Students

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.)
2. **On** or **after** March 2, return your completed application form, **along with** either:
   (a) high school transcript (ABE Academic Level or GED certificate or interim transcript) **with** proof of successful completion of Algebra 12 **or**
   (b) letter of permission from program coordinator
   to the Records and Registration office at either the Abbotsford or Chilliwack Campus.
3. If there is a vacancy in the program, and you have the necessary qualifications, a letter of acceptance will be mailed to you within 15 working days after the application has been received. For the Office Automation applicants, the program coordinator will contact you regarding an interview date.
4. The acceptance letter will require you to complete a registration form and pay the full fee for the first semester of the program. Your name will be added to the class list in the order registrations are received. The letter of acceptance does **not** guarantee a place in class. Your prompt registration will.
5. If there are no vacancies in the program, you will be sent a letter indicating that your name has been added to the wait list. When a vacancy occurs, you will be contacted and asked to register.

Part-time and Non-Program Students

1. You may directly register for your course(s) during the applicable advertised registration hours provided that you:
   (a) are a high school graduate **or** are 19 years of age or over;
   (b) meet the individual course prerequisites listed in the attached course descriptions;
   (c) make payment at the time of registration;
   (d) where applicable, have completed number 3 below.
2. If you are uncertain about which courses to take or how many to register for, please make an appointment at the Student Services office to see a counsellor or contact the program coordinator.
3. All part-time Business Computing students planning to complete the requirements for a certificate or diploma **must apply for admission to the appropriate program prior to completing five courses.** Complete the application form at the back of the kit and submit it directly to the program coordinator.

Registration timetable booklets are available at the Registration office for you to plan your academic schedule.

Fees and Additional Costs

Tuition is $22.68 per credit. If you take five courses each worth three credits you will be carrying a 15-credit load, and your tuition will be 15 × $22.68 = $340.20 per semester. The full semester fee is due when you register. Fees include a 8% Student Society Fee. In addition, books and supplies cost approximately $500 per year.

When you are accepted, you must pay $50 to hold your place. This will be applied to the cost of tuition but it's not refundable if you don't register when required to or withdraw from the program.

Note: Fees listed were applicable at time of printing but are subject to change.

Location

All courses are offered in Abbotsford and many first-year Business Administration and Business Computing courses are offered in both Abbotsford and Chilliwack. Some courses will be offered in the evening for people working full-time who wish to take courses on a part-time basis.

Length of Programs

The full diploma program is two years (4 semesters). This is the minimum length of time required for students who enter the program with no previous data processing experience and who expect to have a solid grounding in the subject.

The certificate programs can be completed in less than two years. The Data Processing certificate program (12 courses) requires two full semesters and one partial semester. The Microcomputer certificate (10 courses) requires two full semesters, and the Office Automation certificate (8 courses) could be completed in two semesters on a full-time basis but will normally be completed over four semesters with two courses in each semester.

These programs are designed to meet the needs of small companies converting to computerized systems who require employees with accounting skills and some computer experience. It is expected that such students will continue to take courses from the second level of the program on a part-time basis.

Data Processing Diploma Program Outline

This program combines studies from both the computing and business fields, so students will acquire enough skills to obtain a first job and also a broad base from which to expand their training. The four-semester program provides theoretical groundwork and specific skill development courses, with major emphasis on practical, hands-on work.

		lecture, laboratory, hours/week
Semester I		
DP 100	Introduction to Data Processing	(4,3)
DP 120	Mathematics for Computing & Business	(4,0)
COMP 150	Structured Progamming	(4,3)
BUS 321	Accounting I	(4,0)
	Elective (to be approved by coordinator)	(4,0)
Semester II		
DP 200	Advanced Structured Programming	(4,3)
DP 210	Computerized Business Applications	(4,3)
BUS 322	Accounting II	(4,0)
COMM 363	Business Communications I	(4,0)
MATH 230	Quantitative Methods	(4,3)
Semester III		
DP 300	Programming Topics with COBOL	(4,3)
DP 310	Systems Analysis and Design I	(4,0)
DP 330	Data Structures	(4,3)
DP 350	Data Communication	(4,0)
COMM 364	Business Communications II	(4,0)

Semester IV		
DP 320	Computerized Accounting	(4,3)
DP 400	Application Programming	(4,3)
DP 410	Systems Analysis and Design II	(4,0)
DP 450	Machine Architecture and Assembler	(4,3)
DP 455	Hardware and Software	(4,0)
DP 460	Office Automation	(4,3)

Data Processing Certificate Program Outline

The certificate program provides training for students wishing to find a job in the data processing field of a more junior nature.

		lecture, laboratory, hours/week
Semester I		
DP 100	Introduction to Data Processing	(4,3)
DP 120	Mathematics for Computing & Business	(4,0)
COMP 150	Structured Programming	(4,3)
BUS 321	Accounting I	(4,0)
COMM 363	Business Communications I	(4,0)
Semester II		
DP 200	Advanced Structured Programming	(4,3)
DP 210	Computerized Business Applications	(4,3)
BUS 322	Accounting II	(4,0)
MATH 230	Quantitative Methods	(4,3)
COMM 364	Business Communications II	(4,0)
Semester III		
DP 310	Systems Analysis and Design I	(4,0)
DP 320	Computerized Accounting	(4,3)

Micro-Computers in Business Certificate Program Outline

		lecture, laboratory, hours/week
Semester I		
DP 100	Introduction to Data Processing	(4,3)
DP 120	Mathematics for Computing & Business	(4,0)
COMP 150	Structured Programming	(4,3)
BUS 321	Accounting I	(4,0)
COMM 363	Business Communications I	(4,0)
Semester II		
DP 200	Advanced Structured Programming	(4,3)
DP 210	Computerized Business Applications	(4,3)
MATH 230	Quantitative Methods	(4,3)
BUS 322	Accounting II	(4,0)
COMM 364	Business Communications II	(4,0)

Office Automation Certificate Program Outline

Required Courses		*lecture, laboratory, hours/week*
DP 100	Introduction to Data Processing	(4,3)
COMP 150	Structured Programming	(4,3)
BUS 321	Accounting I	(4,0)
DP 210	Computerized Business Applications	(4,3)
DP 460	Office Automation	(4,3)
Word Processing	Two modules	

Elective Courses *(2 courses required from the following lists or approved by the coordinator)*

One of:		
COMM 365	Basic Business Communications	(4,0)
COMM 368	Oral Communications	(4,0)
BUS 303	Organizational Behavior	(4,0)
BUS 401	Personnel Administration	(4,0)
One of:		
DP 200	Advanced Structured Programming	(4,3)
DP 310	Systems Analysis and Design I	(4,0)
DP 320	Computerized Accounting	(4,3)
BUS 302	Administrative Practices	(4,0)
BUS 439	Management Information Systems	(4,0)
Word Processing	Four modules	

Continuing Education in Computing

The College's Continuing Education Division provides services to fit the needs of special groups.

Workshops, employee inservice training and upgrading can be provided at a reasonable cost on a contract basis. For further information, contact the Director of Science and Applied Science or the Director of Contract Services.

Course Descriptions

Explanation of Transferability Symbols

BCIT	- British Columbia Institute of Technology
CA	- Institute of Chartered Accountants of B.C.
RIA	- Registered Industrial Accountant (being changed to CMA, Certified Management Accountant) of the Society of Management Accountants of B.C.
CGA	- Certified General Accountant Association of B.C.
UBC	- University of British Columbia
SFU	- Simon Fraser University
WWU	- Western Washington University
OLI	- Open Learning Institute
College	- Most British Columbia colleges
Mun	- Municipal Administrators' Education Council of B.C.
ICB	- Institute of Canadian Bankers
Other	- See Program Coordinator for Details

Business 321: Accounting I *3 credits*

Prerequisites: none
Transferability: BCIT, RIA, CGA, College, Mun

An exposure to basic accounting theory and practice with an emphasis on relevant application to practical business situations. Specifically, the course covers basic bookkeeping and financial statement preparation for unincorporated entities such as merchandisers and providers of services for fees. Emphasis is placed on the usefulness of an accounting system.

Business 322: Accounting II *3 credits*

Prerequisites: BUS 321, or permission of instructor
Transferability: BCIT, CA, RIA, CGA, College, Mun, SFU, UBC, OLI

A continuation of Accounting I with specific emphasis on corporate entity accounting and an introduction to partnership accounting. The course also provides an introduction to the following areas: cost accounting, working capital, financial data analysis, and consolidated financial statements. A summary of accounting principles is also provided.

Communications 363:
Business Communications *3 credits*

Prerequisites: Composition Placement Test Score
Transferability: UBC, UVic, WWU, BCIT, OLI, RIA, CGA, College Mun

An introduction to general principles of written and oral communications and their application to business. Emphasis is placed on letters, effective sentence construction, paragraph development and essay style. Clarity and precision in both oral and written communication are stressed. Students will make oral presentations in class.

Communications 364:
Business Communications II *3 credits*

Prerequisites: COMM 363, or permission of instructor
Transferability: UBC, UVic, WWU, BCIT, OLI, RIA, CGA, College, Mun

A continuation of Business Communications I, with particular emphasis on memos and long reports. Letters of application, resumes and interviewing techniques are also studied.

Computing 150:
Structured Programming *4 credits*

Prerequisites: Algebra 12 or MATH 101 or permission of instructor
Transferability: UBC, SFU, UVic

A practical introduction to computer programming including scientific and business applications, emphasizing structured techniques in a high level language. Students wishing a more comprehensive introduction to computing should take COMP 161/162. Students may receive credit for either COMP 150 or COMP 161, but not both.

Data Processing 100:
Introduction to Data Processing *4 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, Mun, WWU, OLI

A general orientation to computing and data processing: description of computers and how they work, their capabilities and limitations, discussion of peripherals, general impact on business operations, and common data processing operations. Lab work and assignments will include electronic worksheets, visual and graphic display of business reports, word processing, and record keeping on small computing systems. Students may not receive credit for both DP 100 and BUS 437.

Data Processing 120:
Mathematics for Computing & Business *3 credits*

Prerequisites: Algebra 12 or MATH 101 or permission of instructor.
Transferability: WWU

A general look at mathematical models and functions in business with emphasis on linear and exponential models. The computer is used to find a function which best fits a set of data. The mathematical relations for simple and compound interest and annuities are introduced to allow the student to handle a variety of finance problems, some use of a spread sheet program is required. Other topics may include probability, logic, linear programming or time series.

Students may receive credit for only one of MATH 103, DP 120 or BUS 331.

Data Processing 200:
Advanced Structured Programming *4 credits*

Prerequisites: Grade C+ or higher in COMP 150 (or COMP 161) and BUS 321
Transferability: WWU

Programs will be written, tested, debugged, documented and evaluated in VAX Pascal and VAX BASIC. A continuation of the structured techniques introduced in COMP 150 will be studied, with emphasis on file creation and manipulation.

Data Processing 210:
Computerized Business Applications *4 credits*

Prerequisites: DP 100, Grade C+ or higher in COMP 150 and BUS 321
Transferability: WWU

Students will use and analyze currently popular business computer packages in order to obtain knowledge and experience in areas such as word processing, spreadsheets, database management systems, accounting and operating systems. Emphasis is on computer use, and a variety of systems will be used.

Data Processing 300:
Programming Topics with COBOL *4 credits*

Prerequisites: DP 200 or COMP 162 or permission of instructor
Transferability: SFU, WWU

Several programs related to data processing tasks will be written in COBOL. Advanced features of the language will be discussed in comparison to the structures of other languages.

Data Processing 310:
Systems Analysis and Design I *3 credits*

Prerequisites: DP 210
Transferability: WWU

An introduction to computer systems providing students with an overview of the process of analyzing an existing system, planning for a modified system, designing and implementing a computerized system. Sequential and random access file construction and maintenance for a variety of business applications and systems will be discussed.

Data Processing 320:
Computerized Accounting *4 credits*

Prerequisites: DP 210 and BUS 321, or permission of instructor
Transferability: WWU

A manual accounting system currently used by a small business (real or simulated) will be converted to a computerized system. Problems related to hardware and software choices will be discussed. Students will maintain the computerized system through one business cycle. Computer use by students throughout.

Data Processing 330:
Data Structures and
Data Base Management *4 credits*

Prerequisites: DP 200 or permission of instructor
Transferability: SFU, WWU

Pointers, linked lists and related structures will be discussed and applied to standard file processing tasks, such as search/sort routines. Data base concepts and structures will be studied and common data base management systems will be compared.

Data Processing 350:
Data Communication *3 credits*

Prerequisites: DP 100
Transferability: WWU

This course provides an overview of the field so that students will be familiar with the technical jargon as well as some of the fundamental ideas. Included will be discussions on parallel and serial data communications, commonly used protocols, data communication equipment, networks (international, national, provincial, local), video-text developments. Visits to facility sites will be coordinated with DP 410 and 455.

Data Processing 400:
Application Programming *4 credits*

Prerequisites: DP 330 or permission of instructor
Transferability: WWU

This course will integrate the knowledge and skills obtained in the other courses of the program by using a team environment to complete a project under supervision. A schedule will be provided that contains four modules: project planning analysis of the current system, design of a modified system, implementation. Teams will start each module together and provide oral and written reports at their conclusion. Major emphasis will be placed on the last two modules in which the data base, input, output, and program specifications are designed and in which the program modules are built, tested and documented.

Data Processing 410:
Systems Analysis and Design II *3 credits*

Prerequisites: DP 310 or permission of instructor
Transferability: WWU

A continuation of Systems Analysis and Design I in which students study systems concepts related to a small- or medium-sized computer. Topics include scheduling, data management, memory management, library maintenance, and introductory data base concepts. Programming problems will emphasize program development in a data base environment. Facility site visits will be included and coordinated with DP 450 and 455.

Data Processing 450:
Machine Architecture and Assembler *4 credits*

Prerequisites: DP 200 or permission of instructor
Transferability: SFU, WWU

This course provides an overview of how a computer works and gives students experience in writing with machine and assembly languages. Topics will include number representation, codes, data encoding, structure of computers, operating cycles, registers, input/output features, assemblers, compilers, interpreters, addressing techniques, macros, subroutines, and linkage.

Data Processing 455:
Hardware and Software *3 credits*

Prerequisites: DP 100
Transferability: WWU

This course will include a survey of some of the hardware available, in a variety of sizes and price ranges, together with an overview of specifications and applications. Commonly used software will be discussed for these computers. Also discussed will be checklist procedures for acquisition, maintenance agreements, interface problems related to peripherals, new business applications. Visits to facility sites will be coordinated with DP 410 and 450, and talks will be given by computer sales people.

Data Processing 460:
Office Automation *4 credits*

Prerequisites: DP 100
Transferability: WWU

This course will focus on the integration of computerized office procedures. Students will receive practical training on the installation and integration of business packages, on the use of single and multi-user systems via networking, and on the use of a variety of peripherals. In addition, the course will cover topics related to the proper use of computer equipment, ranging from proper 'back-up' procedures to copyright and related ethical issues, to the organization and supervision of computerized procedures.

Mathematics 230:
Quantitative Methods *4 credits*

Prerequisites: MATH 103 or MATH 111 or BUS 331 or DP 120

A continuation of the use of statistics in business from DP 120, including inferential testing, correlation and regression. Linear programming is introduced. Decision analysis will be studied. Computer use will include simulations and problem solving. Students may receive credit for only one of MATH 230, MATH 104 or BUS 332.

Faculty

Greg Buck, B.Comm. (Sask.), C.A.
Elaigh Guidera, B.S., M.S. (Berkeley), M.Sc., Ph.D. (SFU)
Linda Riva, B.Math, M.Math (Waterloo)
Wayne Welsh, B.Sc. (Alberta), Ph.D. (UBC)

CARPENTRY

This program is designed to prepare students for entry into the provincial apprenticeship system, or for entry directly into employment. It introduces students to the trade and develops skills expected of them by potential employers.

Shop and study lab procedures are set up to simulate job conditions, so punctuality and good work habits are essential. This program is part of the TRaining ACcess (TRAC) provincial training program, so students can transfer to and from other colleges and will receive provincial recognition for training received at Fraser Valley College.

Employment Opportunities

Students who are successful in completing the Carpentry program will find they are well prepared for employment opportunities that exist in the construction industry and construction-related businesses such as: carpentry, building equipment and supplies sales, construction shipping and delivery, building maintenance, and modular housing. A career in one of the construction trades offers good opportunities for those who are willing to spend several years in learning their trade.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year of work experience; or demonstrate a B.C. Grade 12 completion or equivalent (ABE Advanced Level or GED).

How to Apply

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.)

   If you wish to speak to the instructor, call 792-0025 local 469 to make an appointment.

2. Fill out the application form that comes with the information kit and attach the necessary documents:
   (a) high school transcript showing Grade 12 completion. (ABE Advanced Level or GED acceptable.)

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other TRAC courses can be entered at any time during the year, providing there is space available. The Carpentry shop and study lab are located at the College's Portage Avenue facility in Chilliwack.

Fees and Other Expenses

The fees are $17.60 per week plus 8% for Student Activities and Student Society membership. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Other approximate costs are:

Basic Handtools	$200
Required Textbooks	$ 35
Appropriate Working Apparel	$ 50
	$285

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

This program is divided into many short-course units which include both written and practical skills. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, video tapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after "on-the-job" situations, where a limited amount of direct supervision is required.

The training is undertaken in three phases: Common core, which includes basic skill training; Occupational Core, dealing with intermediate level skills in the trades group; and finally the Specialty, which is the final and highest level of training within the program.

Some details of the teaching units are as follows:

- Read and interpret drawings
- Use specialty equipment
- Layout site and buildings
- Build concrete forms
- Frame a building
- Finish internal and external details.

Richard Janssen, I.D. (UBC), Journeyman, Carpentry

COMMUNICATIONS





The Communications Department offers courses which are required for a number of Career/Technical programs. You can, however, enrol for any communications course without enrolling in a program. You need only to meet any course entrance or prerequisite requirements.

Courses offered focus on basic professional and business writing, oral communications, and organizational communications. Whenever possible, at least one section of the required courses Communications 300 and 363 will be offered in the evening during the fall semester, and one section of the required courses Communications 350 and 364 will be offered in the evening during the winter semester on both Chilliwack and Abbotsford campuses.

Listed below are the Career/Technical programs requiring communications courses and the appropriate communications courses:

Aviation — Communications 363, 364
Business and Administration — Communications 363, 364
Business Computing — Communications 363, 364
Early Childhood Education — Communications 300, 350
Criminal Justice — Communications 300, 350
Fashion Merchandising/Retail Sales — Communications 365, 368
Social Services — Communications 300, 350

A grade of C or better is required in a prerequisite course to register in a subsequent course.

Note:
Composition Placement Test scores are used to counsel students into appropriate courses. Contact Records and Registation for information about when tests are scheduled. An English Placement Test score is an acceptable substitute.

As well, a number of courses offered are required by professional associations and societies, or are transferable to university programs. Students should contact the department for information on these courses.

All communications courses are open to any student who meets prerequisite or entrance requirements, provided there is room.

Continuing Education in Communications

In cooperation with the College's Continuing Education Division, the Communications Department can provide services to fit the needs of individual agencies and business. These services include specialized workshops in oral and written communication skills, particular communication tasks (report writing, memos, letters, etc.), initiating and editing newsletters, improving your agency's communications system, consultation services, employee inservice and upgrading.

Services can be provided at reasonable cost on a contract basis. For further information, call the Associate Director of Arts and Applied Arts, 853-7441 local 280 or the Director of Contract Services, 853-7441 local 348.

Course Descriptions

Communications 300:
Communications for Human Services *3 credits*

Prerequisites: CPT score
Transferability: UVic, OLI

Introduction to basic techniques and forms of written and oral communications. Included are the communication process, basic principles of organization and structure, essay writing, business letters, memos, and oral presentations.

Communications 350:
Communications II (Advanced) *3 credits*

Prerequisites: COMM 300
Transferability: UVic, OLI

Continued application of principles and skills learned in COMM 300. Included are letters of application and resumes, interviewing skills, memo reports, formal reports, and oral presentations.

Communications 363:
Business Communications I *3 credits*

Prerequisites: CPT score
Transferability: UBC, UVic, WWU, BCIT, OLI, RIA, CGA, College, Mun

An introduction to general principles of written and oral communications and their application to business. Emphasis is on letters and memos, organizational techniques, presentation, and formats. Clarity and precision in both oral and written communication are stressed.

Communications 364:
Business Communications *3 credits*

Prerequisites: COMM 363
Transferability: UBC, UVic, WWU, OLI, RIA, CGA, BCIT, College, Mun

A continuation of COMM 363, with particular emphasis on memo reports and formal reports. Letters of application, resumes, and interviewing techniques are also studied.

ommunications 365:
asic Business Communications *3 credits*

erequisites: CPT score
ansferability: CGA, OLI, WWU

condensed version of COMM 363 and COMM 364, this urse is an introduction to the general principles of written usiness communications. Focus is on business letters (e.g. quest, complaint, persuasive), memos, and reports used in usiness. As well, letters of application and resumes are kamined. You will write a variety of letters, memos and ports.

ote:
OMM 365 is required in a number of Business and Adminis-ation programs. Students should check the Business and dministration section of the calendar. COMM 365 is not the quivalent of COMM 363/364.

ommunications: 368
ral Communications *3 credits*

rerequisites: none
ansferability: CGA, WWU

he focus is on the principles and psychology of effective peaking. Specific areas include listening skills, interview-g skills, informal presentations to small groups, formal resentations, meetings, the use of audio visual aids, eveloping the voice and improving body language. Video-aped feed back is an important part of this course.

ommunications 400:
dvanced Report Writing and Directed Study *3 credits*

rerequisites: COMM 300 and 350 or COMM 363 and 364

ote:
/hile COMM 400 is designed primarily for Criminal Justice tudents, it is open to any students with the prerequisites. or students other than Criminal Justice students, ssignment topics will be adapted.

tudents will be required to develop a program, to suggest nprovements in an existing program, or to analyze criminal ustice policy in one of the following areas: Police, Courts, orrections, Aftercare. During the term students will submit proposal and a working plan for the report, two progress eports, and one formal report. The formal report will also be resented orally and students may be asked to submit copies f their reports to outside readers.

aculty

Vendy Burton, M.A. (Queen's)
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CRIMINAL JUSTICE



Photo courtesy of the R.C.M.P.



Photo courtesy of the R.C.M.P.

This diploma program is designed to prepare you to enter the criminal justice system at the introductory level. The program provides opportunities for people currently working in the criminal justice system to upgrade their education and to learn new skills. The program consists of a combination of theoretical and skill-development courses, leading to specialization in one or more of the following areas. Corrections, Law Enforcement, and Customs and Excise.

Transfer and Placement

Most courses from the Criminal Justice Diploma program are transferable to university. Transferable courses are indicated in the course descriptions that follow.

Graduates qualify for many worthwhile jobs. Examples are living unit officer, community corrections counsellor, customs officer or police officer. You will be assisted with career placement through careful selection of field work positions that have employment potential.

Entrance Requirements

Applicants must:

1. be at least 19 years old before starting program,
2. be willing to undergo a security clearance check,
3. obtain a composite score of at least 49 on the English Placement Test (EPT),
4. provide a letter of reference from a physician as evidence of good health (to be obtained after applicant's interview with faculty),
5. provide the complete names, addresses and telephone numbers of three persons (non-relatives) who will be willing to provide a comprehensive personal reference,
6. provide a neat and well written 300-500 word statement which identifies personal strengths and weaknesses and reasons for wanting to enter the criminal justice field,
7. attend a personal interview with criminal justice faculty during which suitability (and interest in) criminal justice and the program will be discussed and assessed.

How to Apply — Full-time and Part-time Students

1. **On** or **after** March 2, return the completed application form (available from Student Services) along with:
   (a) your EPT score;
   (b) the complete names, addresses and telephone numbers of three references;
   (c) a 300-500 word statement articulating your personal strengths and weaknesses, and interest in criminal justice;
   to the Records and Registration office at either Abbotsford or Chilliwack. There it will be date-stamped and used to form a first-come, first served wait list. Incomplete applications and those lacking the indicated documents will be returned to you.
2. Within two weeks of receipt of the complete application, Records and Registration will notify you of further application and registration details (e.g. arranging for a personal interview with criminal justice faculty).

Fees and Additional Costs

Tuition is $22.68 per credit, e.g., if you take five courses, each worth three credits, you will be carrying a 15-credit load, and your tuition per semester will be 15 × $22.68 = $340.20 per semester. Full semester fees must be paid when you register. The fee includes 8% for the Student Society.

About $400 per year should be budgeted for textbooks and expenses connected with field work practice courses.

Note: Fees listed were applicable at time of printing but are subject to change.

Dates and Location

Full-time students are advised to register for the fall semester. Since many courses in the Criminal Justice program are sequential, students registering in January may be unable to take preliminary courses until the following September.

The normal college year is from September through April. Fifteen hours per week of classes are required in each semester in the first year, and nine hours in each semester during the second year with two full days of field work practice per week.

The diploma program usually requires two full years of college attendance. Occasionally, courses are challenged for credit, making it possible to complete the program more quickly. Mastery of course objectives must be demonstrated in order to successfully challenge a course.

Part-time students may enrol in any available criminal justice course.

The diploma program is offered at both the east and west campuses.

rogram Outline

First Year

Semester I

	Credits
Criminology 100	3
Criminology 103	4
Criminology 431	2
Sociology 101	3
Psychology 101	3
	15

Semester II

Criminology 104	3
Criminology 105	3
Human Services 300	3
Communications 300	3
Criminology 101 or Criminology 151	3
	15

Second Year

Semester III

Criminal Justice 330	6
Human Services 350	3
Communications 350	3
Elective	3
	15

Semester IV

Criminal Justice 430	6
Human Services 400	3
Criminology 220	3
Elective	3
	15

lectives

wo of the following courses are to be electives. Most of hese courses are transferable and are described in the niversity transfer section of this catalogue.

Anthropology 101	English 100
Anthropology 102	French 101
Criminology 101	French 102
Criminology 109	Geography 112
Criminology 130	Human Services 310
Criminology 150	Philosophy 130
Criminology 151	Political Science 100
Criminology 210	Psychology 102
Criminology 220	Psychology 210
Criminology 230	Sociology 102
Criminology 340	
Criminology 152	

Course Descriptions

Communications 300:
Communications for Human Services I *3 credits*

Prerequisites: EPT score
Transferability: UVic, OLI

ntroduction to basic techniques and forms of written and ral communication. Included are the communication rocess, basic principles of organization and structure, ssay writing, outlining, paragraphing, logic, principles of usiness writing, business letters, memos, and oral resentations.

Communications 350:
Communications II (Advanced) *3 credits*

Prerequisites: COMM 300
Transferability: UVic, OLI

Continued application of principles and skills learned in COMM 300. Included are letters of application and resumes, interviewing skills, memo reports, formal reports, graphic aids, and oral presentations.

Criminal Justice 330:
Field Work Practicum *6 credits*

Prerequisites: CRIM 100, 103, 104 and 105, HSER 300, COMM 300, or permission of instructor

Supervised experience in work situations in which you may later be employed. You will have an opportunity to practise skills gained in prerequisite courses and will receive feedback about your competencies. A field work practicum may be innovative and respond to community need. There will be a monthly feedback seminar with your instructor.

Criminal Justice 430:
Field Work Practicum *6 credits*

Prerequisites: CRIM 330 and COMM 350 or permission of instructor

Supervised work experience in a criminal justice agency. The goals and objectives of this course are similar to the Field Work Practicum in the last semester; however, higher levels of skill performance will be required and you will be expected to intervene in positive and effective ways.

Criminology 100:
Introduction to Criminology *3 credits*

Prerequisites: none
Transferability: SFU

Examines criminology as a science and a profession. The structure, content, theory and practical applications of the discipline are investigated as well as some of its terminology (e.g. *crime, deviance, criminal, victim, rehabilitation and treatment).* The historical evolution of criminological thought is also addressed.

Criminology 101:
Introduction to Corrections *3 credits*

Prerequisites: none
Transferability; SFU

A historical review of comparative correctional systems and the current theory and practice of Canadian corrections. Topics covered will include sentencing, the incarceration process, probation, parole, institutional programs (e.g. *work, education, security, social),* rehabilitation, offender case management, community-based correctional programs, correctional workers, and community involvement in corrections.

Criminology 103:
Introduction to the Criminal Justice System *4 credits*

Prerequisites: none
Transferability: SFU

This introductory course is intended to provide an analysis of the operational practices of the criminal justice system of the 1980's. Beginning with the moment that a crime is reported and following the offender through the various decision stages from initial police involvement to the paroled release of a convicted offender, this course examines the use of discretion, the day to day practices of criminal justice personnel and the patterns of decision making that underlie the actual operation of the criminal justice system.

The course also draws attention to those areas where problems exist in the operation of the criminal justice system, the limitations imposed by the disjointed yet interdependent nature of the relationships that exist between various criminal justice agencies, and the external sources of conflict arising from the differing expectations of various components in the criminal justice system.

Criminology 104:
Sociological Explanations of Criminal and Deviant Behavior *3 credits*

Prerequisites: none
Transferability: SFU

Examines the sociological, socio-cultural and socio-psychological explanations of criminal and deviant behavior, which include ecological theories of crime and delinquency, conflict theories (class conflict, group conflict, etc.), structural theories anomic (social disorganization, differencial opportunity, etc.), control theories (social learning, social conditioning, containment, neutralization, etc.), and symbolic-interactionist theories (differential association, differential identification, labelling, etc.).

Criminology 105:
Psychological Explanations of Criminal and Deviant Behavior *3 credits*

Prerequisites: none
Transferability: SFU

Examines, in some detail, the causes of criminal and deviant behavior in terms of psychological, including psychoanalytic and biosocial, theories and suppositions. The focus of the course is on the similarities and differences across theories and research findings, and on the relationship between theories discussed and criminal justice policy.

Criminology 109:
The Administration of Justice in Canada *3 credits*

Prerequisites: none
Transferability: SFU

An introduction to the administration of justice. This includes perceptions of justice and the relationship between ideas and practice. Aspects of judicial selection and administration, Canadian political culture and civil liberties will be examined for their efforts on individuals, social groups, minorities and criminal justice as a whole.

Criminology 130:
Philosophy of Law *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Our legal and penal systems are often severely criticized. We can better understand these criticisms and the issues they raise if we can answer a number of philosophical questions about the nature of law, punishment, and responsibility.

Why do we have laws? What is law: is it essentially a constraining force or is it a force for freedom? What is the relationship of the law to morality: should the law enforce morality?

Criminology 150:
Customs and Excise Law *3 credits*

Prerequisites: none

For students considering a career in Customs and Excise, as well as for those with particular interest in this area, this course examines the Customs and Excise Division of Revenue Canada from an organizational and legal perspective. The course covers the role of Customs and Excise as a part of the Revenue Canada mandate, relevant legislation, such as the Customs Act and the Narcotic Control Act, current issues surrounding Customs and Excise policies, as well as internal regulatory procedures (e.g. search and seizure, appeal procedures and citizen's rights). Also included are other issues which relate to Customs and Excise authority such as primary immigration duties and relevant sections of the Canadian Criminal Code.

Criminology 151:
Introduction to Law Enforcement *3 credits*

Prerequisites: none
Transferability: SFU

Surveys law enforcement agencies: their role in society, their organizational structure and management, and community expectations of their task. Specific police functions (e.g. patrol, investigation, traffic control, work with juveniles, crises intervention) and powers (e.g. arrest, search and seizure) are closely examined. Attention is also given to the training of police officers and to policing as an occupation. Behavioral aspects of policing and an assessment of police effectiveness are emphasized.

Criminology 152:
Basic Criminalistics and Investigations *3 credits*

Prerequisites: CRIM 103 and either CRIM 150, 151, 220 or 230

An introduction to scientific crime analysis which will allow students to better understand how to deal effectively with crime scenes. Methods of criminalistics will be covered, including their capabilities and limitations. Applications of theory to the analysis of fingerprints, ballistics, glass, hair and fibres, blood, photographs, and documents are also studied.

Criminology 210:
Introduction to Youth Court and Young Offenders *3 credits*

Prerequisites: none
Transferability: SFU

The purpose of this course is to provide an analysis of the Young Offenders Act, Youth Court and young people in conflict with the law, as separate entitles in the criminal justice system. The focus of the course is to examine the historical and social definitions of youthful crime as it pertains to the nature and extent of 'juvenile delinquency' along with the sources of data explaining and describing the criminal behavior of young people. The theoretical interpretations of 'delinquency' as a phenomena shaped by culture and social setting will be studied and the control, treatment and prevention of delinquent behavior will be examined in light of current trends.

Criminology 220:
Research Methods in Criminology *3 credits*

Prerequisites: none
Transferability: SFU

This course is designed as an introduction to criminological research and is intended to develop students' research and analytical skills. The course will focus on the theory of inquiry, the logic, reality and structure of criminological inquiry, and criminological data analysis and reporting.

Criminology 230:
Criminal Law *3 credits*

Prerequisites: none
Transferability: SFU

Investigates the nature, purpose, scope, sources and basic principles of criminal law within its historical and contemporary contexts. The evolution of such legal concepts as guilt, criminal responsibility, due process of law, is also studied. Current policy and legislation e.g. the legislative

policy inherent in the Criminal Code, the specific offences and categories in the Criminal code, the Young Offenders Act (Canada), the Protection of Children Act (B.C.), the control and treatment of drug addicts, dangerous sexual offenders, habitual criminals, mentally ill offenders, are examined in detail

Criminology 340:
Introduction to Peace Officer Use of Force *2 credits*

Prerequisites: none

For students considering a career in policing, corrections or security, and others with a particular interest in this area, this course provides a general awareness of physical training a peace officer would undertake. Students will become familiar with the various techniques and equipment which 'use of force' may involve as well as the legislation, liability and situational factors relating to 'use of force' by the peace officer.

Criminology 431:
Current Issues in Criminal Justice *2 credits*

Prerequisites: none

The course is designed to provide students with knowledge about current issues in selected areas of criminal justice. Students will be exposed to such issues as current trends and changes in correctional philosophies or policies, recent criminological research findings, ongoing research projects in criminal justice, law reform, new approaches to offender treatment and prison programming, technological change and its effect on the criminal justice system and new ideas concerning the administration of justice in Canada.

Human Services 300:
Introduction to Communication and Helping Skills *3 credits*

Prerequisites: none

Introduces basic communication and helping skills. Emphasis on developing and practising your ability to relate positively with other people.

Helping skills will be introduced in the second half of the course: self-exploration and location of others' feelings; the technique of 'personalizing' to help others take responsibility.

Human Services 350:
Personal and Skills Development *3 credits*

Prerequisites: HSER 300 and PSYCH 101 or permission of instructor

Through familiarization with the main values and issues underlying various therapeutic approaches in counselling/helping, participants will work towards better understanding, clarification and development of their own personal and helper values, and style of helping. Participants will be exposed to basic therapeutic orientation, basic issues in helping; and ethical issues in being a helper.

Human Services 400:
Advanced Helping Skills *3 credits*

Prerequisites: HSER 300

This course is designed to train participants to sharpen their helping skills. Advanced decision making, crisis intervention techniques and group management skills will be acquired. In addition, the student will be encouraged to gain self-understanding in order to be more helpful to others.

Sociology 101:
Introductory Sociology I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

An analysis of the basic concepts, methods and theoretical orientations which are characteristic of sociology. This course is designed to acquaint you with the discipline and to facilitate critical and logical thought concerning explanations of society and social interaction.

Psychology 101:
Introduction to Psychology I *3 credits*

Prerequisites: none
Transferability: UBC, SFU, UVic

Investigates the basic viewpoints of psychology with respect to learning, memory, thought child development, sensation and perception, and physiology.

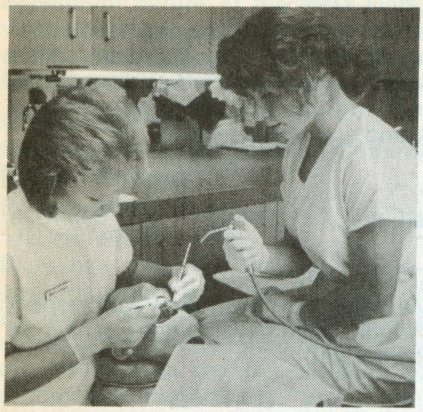
Full-Time Faculty

Darryl Plecas, B.A., M.A. (SFU); R.S.W. (BC)

Other Faculty

John Anderson, B.A., M.A. (SFU)
Mary Clarkson, B.A. (SFU)
F. Douglas Cousineau, B.A., M.A., Ph. D. (Alberta)
Scott Fast, B.A. (U of Wash.), M.A. (UBC)
Jack Ferguson, B.A. (SFU), M. Phil (Cambridge)
G. Jack Harris, B.A. (Hons), L.L.B. (manitoba)
Kathleen Heggie, B.A., (U of Sask.), L.L.B. (Dalhousie)
John G. Hilton, B.A. (Manchester)
Michael R. Pegler, B.A. (SFU), M. Ed. (UBC)
Tim Segger, B.A., M.A. (U of Victoria)
Wes Shields, B.A. (Hons) (SFU), M.P.A. (Queens)
Gordon Taylor, B.A., L.L.B. (UBC)

DENTAL AUXILIARY





The College offers a two-level training program for dental auxiliaries. The training is divided into two periods.

A dental auxiliary performs a variety of duties. At level 1 these duties include: booking appointments, keeping financial records, assisting the dentist with dental procedures, applying and removing rubber dams and exposing dental X-rays. Level I classes run from September through March of the academic year and include a one-month field practice. On completion of this phase of training, students receive a Dental Auxiliary Level I Certificate from the College.

Level II auxiliaries are capable of performing all the duties of Level I auxiliaries as well as several added duties which can only be performed if they hold a licence to do so. These include polishing teeth, applying cavity preventive agents and taking impressions for study casts, to mention only a few. Level II training is open to returning students who have successfully completed Level I. Level II classes run from April to June and include a two-week field practice. On completion of this phase of training, students receive a Dental Auxiliary Level II Certificate from the College.

Transfer and/or Placement

A dental auxiliary is an important member of the team in a dental office; employment opportunities and working conditions are good. This program also provides a good basic training for those who are seeking advancement in the dental profession.

Entrance Requirements — Level I

1. Grade 12 graduation on Arts and Science program. Students must have Biology 11, Biology 12 and Chemistry 11, with a C+ average or better for the three.

   Students lacking formal Grade 12 graduation may present a grade 12 equivalency certificate, along with the equivalent of the necessary science courses. This must be approved as being satisfactory prior to an application being submitted. Contact the program coordinator.
2. Typing to 30 words-per-minute
3. Two letters of reference from non-relatives.
4. An interview with the Dental Auxiliary faculty, evaluated on the following points, which you should be prepared to discuss:

(a) Work experience	
- Volunteer	1 point
- Paid employment	2 points
- Experience in dentistry	3 points
(b) Life experience	5 points
(c) Interest in dentistry	5 points
(d) Sustained hobby or sports activity	4 points
	20 points

   Students must score at least 10 points.
5. Two full days spent in a dental office observing office routine and dental procedures. (Forms to be signed by the dentist will be provided at interview.)
6. Medical and oral health certificates (forms provided at interview).

Entrance Requirements — Level II

1. Must meet all requirements for Level I.
2. Hold Level I certificate.
3. Exceptions to the above requirements must be approved by program coordinator before application.

Requirement — Certified Dental Auxiliary (CDA)

In order to become a licenced C.D.A. in B.C., the College of Dental Surgeons require applicants to hold a St. John's Ambulance First Aid Senior Certificate **or** a SOFA **and** CPR certificate. If not already acquired by the applicant before entry to the Dental Auxiliary program, the Fraser Valley College Continuing Education Department may make a course available to the applicants previous to or during their college school year. For details please contact the Continuing Education Department 792-0025, local 425.

How to Apply

Level I — Fee-paying Applicants

1. Read the entrance requirements carefully. Then make an appointment to see a counsellor if you require more information.
2. Fill out the application form and collect the necessary documentation as outlined:

   Required Documents:

   (a) Two letters of reference from non-relatives.
   (b) High school transcript reflecting grade 12 completion including Biology 11, Biology 12, and Chemistry 11.

   or

   If you are currently in the last semester of grade 12, a letter from your school counsellor stating you are making satisfactory progress toward meeting the above educational requirements.

   or

   GED or ABE Advanced level Certificate plus the necessary courses in Biology and Chemistry (GED or ABE science units are not sufficient).

   or

A letter from the Dental Auxiliary Faculty stating that, though you do not meet the educational requirements, you are qualified by virtue of related training or experience. Contact the faculty receptionist at the Portage Avenue Centre (792-0025) to make an appointment to have your status assessed. You are advised to do this **well before** March 2, 1987.

3. Submit the application form to any Fraser Valley College Student Services or Regional office **on** or **after** March 2, 1987 (applications received before March 2 will be returned to applicant), along with the required documentation.
4. Your completed application will be date-stamped to establish a first-come, first-served wait list. Incomplete applications or those lacking the necessary documents will be returned. Many people apply for a limited number of spaces.
5. Within two weeks of receipt of the complete application, Records and Registration will send a letter of acknowledgement.
6. In May or June, you will be notified of a date and time for your interview. Interviews will be held in June until the class is full.
7. At your interview, you will be given the necessary oral, medical and observation forms, and a due date on which to return them.
8. When all documentation is complete, you will be notified of your acceptance or rejection.
9. Those accepted will be assigned a date on which to register for the program by paying the tuition fee. *(Note: If you do not register by the specified date, the next person on the wait list be contacted and it will be necessary for you to re-apply).*

   Note: A continuing wait list is kept for this program. Once your application is received, it is not necessary to re-apply for the next year.

Level I — Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) to make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates/times to begin class.
3. Once you have been authorized to attend the Dental Auxiliary I program, it is important that you register as a a student at Fraser Valley College. This must be done before your first day of classes by coming to the Registration counter and presenting your authorization from CEC. This will ensure that your statement of grades and completion certificate are properly maintained and recorded.

Level II — Current Level I Students

1. Read the entrance requirements carefully.
2. Registration and payment of fees will take place with the Portage Avenue campus receptionist on the first day of class.

Level II — New Students

1. Read the entrance requirements carefully.
2. Fill out the application form and attach both:
   (a) a copy of your Dental Auxiliary I certificate or permission from the program coordinator, **and**
   (b) your transcript reflecting Grade 12 graduation (ABE Advanced Level or GED certificate acceptable).
3. Contact the faculty receptionist at 792-0025, local 467, to make an appointment with the Dental Auxiliary coordinator.
4. Bring both the application form and the above documents with you to the interview. After the interview, the instructor will forward your application to the Records and Registration Office where it will be date-stamped to determine a first-come, first-served wait list of applicants.
5. Within two weeks you will receive an acknowledgement from the Records and Registration office stating that your application has been received and that your name has been placed on the wait list.
6. When a seat is available, you will be notified in writing of the registration procedures. If you do not contact the office within two weeks of receiving the letter, your name will be deleted from the list and it will be necessary for you to re-apply.

Fees and Additional Costs

The fee for Level I is $551.23; for Level II it is $228.10. This includes 8% for the Student Society. The full fee must be paid when you register. Students should be prepared to meet the following additional costs. Figures are approximate.

Gloves and Masks	$ 70.00
Duty Shoes	$ 50.00
Uniforms (2)	$100.00
Safety Glasses	$100.00
First Aid Courses	$ 80.00
Supplies	$ 70.00
Plus Text Books	$170.00
	$640.00

Note: Fees listed were applicable at time of printing but are subject to change.

Location

Both levels are taught at the Portage Avenue facility in Chilliwack.

Workload and Classroom Expectations

Format includes lecture presentation of material. Demonstrations are given before practical sessions. Lab work consists of manipulation of all dental materials and preparation of study models of teeth. Clinical work includes preparation of instruments for specific dental procedures and assisting in mock office situations as well as polishing teeth, applying anti-cariogenic agents, taking preliminary impressions of the mouth, giving oral hygiene instructions and taking X-rays. Practical sessions also include recording patient information i.e. medical history, dental history and financial records. Classes are from 8:30 a.m. to 3 p.m. Monday to Friday and there are about two hours of homework every evening.

Note:
None of the coursework in this program can be done by correspondence. Students must attend all classes. Two other colleges offer different programs which include correspondence courses. They are Vancouver Community College and the Open Learning Institute. For further information about these programs, contact those colleges directly.

Dress

Neatness and good grooming are essential at all times.

Program Outline

Level I

Orientation to Dentistry
Relating to professional and ethical responsibilities of the dental team.

Preventive Dentistry
Counselling patients in all aspects of oral hygiene.

Dental Sciences
Relating to anatomical structures of the head and neck and their development. Also includes prevention of cross infection for patient protection.
(a) Anatomy and Physiology
(b) Histology and Embryology
(c) Microbiology and Sterilization

Operative Dentistry
Relating to elimination of caries and all techniques required to chairside assist the dentist in restoring teeth.
(a) Charting and Annotation
(b) Chairside Assisting Techniques
(c) Anesthetic
(d) Dental Equipment and Instruments
(e) Rubber Dam
(f) Office Practise Management
(g) Mock Office

Communications
Using effective ways of communicating with patients, employer and fellow employees.

Dental Materials
Identification and manipulation of materials routinely used in dentistry.

Dental Specialities
Develop an understanding of specialty dentistry procedures.
(a) endodontics
(b) orthodontics
(c) prosthodontics
(d) pedodontics
(e) oral surgery

Dental Radiography
Developing skills in exposing and processing dental radiographs while observing safety standards.

Dental Office Emergencies
Manage specific emergencies that may arise in the dental office.

Practicum
Four-week extern in a dental practise where dentist is requested to allow the student to become involved with patient care according to Section 82 of the Rules and Bylaws governing the Level I Auxiliary.

Level II

Preventive Dentistry II
To further develop motivation and communication skills for patient education.

Nutrition
Relating to diet analysis for prevention of tooth decay.

Periodontology
Pertaining to normal and abnormal conditions of tooth supporting tissues.

Pathology
Pertaining to normal and abnormal tissue conditions of the oral cavity.

Pharmacology
Familiarize student with drugs used in dentistry as well as the dental significance of major groups of drugs.

Level II Duties
Includes polishing clinical crowns of teeth, applications of flouride, the taking of impressions for study casts, application of enamel sealants, removal of sutures and placement and removal of matrices and wedges, performing screening tests such as diabetic screen test, cytological smears, bacterial cultures, and carries susceptibility tests as well as any duties added to the rules and bylaws (Section 83). Theory as well as extensive practice is included in this section.

Practicum
Two-week extern in a dental office where the dentist is requested to allow the student to become involved in patient care according to Section 83 of the Rules and Bylaws.

Faculty

Helene Williams, C.D.A. (B.C.), I.D. (U.B.C.)
Betty Neetz, C.D.A. (B.C.)

DRAFTING ARCHITECTURAL/CIVIL

This full-time program has been designed to prepare students for junior drafting positions in the architectural, civil and related fields.

Throughout this course, the instructor will endeavor to create an environment similar to that found in industry. Students will be given the maximum responsibility for the solution of design problems and will be encouraged to develop their creative talents and techniques well beyond the level demanded of a junior draftsperson.

If you are interested in pursuing a career as a draftsperson, you should have good hand/eye coordination, mechanical aptitude, facility with mathematics and the ability to communicate and work effectively with co-workers in a design team.

Employment Opportunities

If you complete this program successfully, your training will give you appropriate skills for employment in a junior drafting position with a broad range of private firms or public agencies or departments which provide design and/or drafting services in a architectural, civil, and related engineering fields.

Entrance Requirements

To be admitted you must (a) be 18 or older with Algebra 12 math and Physics 11, or equivalent courses or technical background, and one year of work experience, **or** (b) have grade 12 or equivalent (for example, ABE Advanced Level or GED with Algebra 12 and Physics 11).

How to Apply

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) Contact the instructor at 853-7441 local 237 to make an appointment for *assessment* and *orientation* and to receive a letter of permission for entry.
2. **On** or **after March 2** (no applications accepted before), submit your application form together with either:
   (a) B.C. Grade 12 (GED or ABE Advanced Level certification acceptable). Algebra 12 and Physics 11 is **mandatory**

   or

   (b) Interim transcript from instructor/counsellor if you are in the last semester of completion of above

   or

   (c) Letter of permission from instructor if you feel you have equivalent courses or acceptable technical background.

   to the Records and Registration Office where it will be date-stamped to form a first-come, first-served wait list.
3. After processing your application, Records and Registration will notify you of the registration details.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend, it is important that you make an appointment for assessment and orientation at Fraser Valley College. Contact the instructor at 853-7441 local 237. Following assessment, you must register at the Records and Registration office.

Fees and Additional Costs

This includes 8% for the Student Society and activities fees. The full fee is $741.31 and must be paid when you register.

Other costs for textbooks, drawing kits, binders and refills, calculator, clipboard, etc. are approximately $200.

Note: Fees listed were applicable at time of printing but are subject to change.

Workload and Classroom Expectations

You are required to attend all classes — six hours a day, five days a week. In addition, you will be responsible for the completion of assigned homework (approximately 15 hours a week).

Dates and Location

The program starts in September 1987, and is located at the Abbotsford Campus.

Program Outline

This program has been developed on a modular basis according to the following organization:

(a) Basic drafting techniques — 1½ months
(b) Applied mathematics — ½ month
(c) Architectural
- Residential/Commercial Design & Drafting (includes major project) — 4 months

(d) Computer Assisted Drafting (CADD)
- 'hands-on' introduction to CADD. Integrated with Architectural and Civil modules.

(e) Physics
- Mechanics and strength of materials — ½ month

(f) Civil (Option 1)
- Basic and advanced surveying — encompassing both the field and office operations and procedures associated with roads, construction layout, land surveys, utilities, and services — 2½ months

(g) Structural (Option 2)
- Structural steel design and detailing
- Concrete technology
- Reinforced concrete design and drafting — 2½ months

(h) Mechanical (Option 3)
- Materials handling equipment — 2½ months

*Notes: The program is presently accredited by the Applied Science Technologists and Technicians of B.C. Accreditation level is TECHNICIAN BUILDING [C.TECH.] (minus 2 courses in **Structures** and **Technical Writing**).*

Faculty

F.R. (Bud) Bowes, A.Sc.T.

EARLY CHILDHOOD EDUCATION





Our society is changing, and the education of young children is now seen as a high priority. It is ironic that in the past the most formative period in human development has received the least attention from educators and our society in general.

Fraser Valley College offers an Early Childhood Education program that meets the licensing requirements of the Provincial Community Care Facilities Licensing Board for daycare/preschool supervisors. The program is based on the provincial curriculum developed by the Ministry of Education and cooperatively adopted by college Early Childhood Education programs throughout the Province as the minimum standard for educating adults to work with young children. The provincial publication *Competencies in Early Childhood Education,* is available in the College bookstore and library. It is strongly recommended that prospective students examine a copy of *Competencies* to understand better what the program and working with young children involves before applying.

What is Early Childhood Education?

If you choose a career in early childhood education, you will work with young children to enrich and support their intellectual, social, emotional, and physical development. Your career choice may not offer high salaries or material advantages, but it will offer the chance to fill a meaningful and fulfilling role in society.

Early childhood education may involve working with children from infancy through twelve years of age in a variety of settings and programs. Daycare, parent co-operative preschools, nursery schools, special needs centers, and the public school system are some examples. Your career goal in early childhood education may be to work as an early childhood assistant, a daycare or preschool supervisor, a child-care worker, an elementary school teacher, or a parent and adult educator. The program at Fraser Valley College may start you up the career education ladder. The College provides career counselling to help you make a choice about what form your involvement with children will take.

Employment Prospects and Salaries

Employment prospects are excellent in early childhood preschool centers. A high percentage of program graduates are employed in early childhood centers (approximately 90%), and a number of local pre-school centers have been started by program graduates (23 at last count). Some of these centers are now used by the ECE program as field sites where students get practical training. Three program graduates work in the ECE program. Graduates generally have been successful in the field, and have become an important part of the early childhood education community in the Fraser Valley.

Early childhood education is expanding in B.C. and regulations have recently been adopted for the care of children under three, which will lead to an increase in infant/toddler care. Salaries in pre-school centers are low. A day-care supervisor may expect from $900 to $1800 a month. Assistants earn less. Salaries will go up as early childhood education becomes more important in B.C. and pre-school educators convince the public of the importance of pre-school education. It is true that students who want to teach in elementary schools would get higher salaries, but in general there are fewer positions available.

The College offers a ten-month program leading to registration in British Columbia as a Pre-school Supervisor. Four additional advanced programs are also offered; a Centre Administration program, a Special Needs Supervisor program, an Infancy Supervisor program and a Sponsor Teacher Citation program.

Admission Requirements

1. Applicants must meet one of the following:
   (a) be 19 years of age **OR**
   (b) be a high school graduate (ABE Advanced Level or GED acceptable), or be in the final semester of high school completion (interim transcript from counsellor/instructor acceptable).
2. Applicants must be able to supply their own transportation to field sites.
3. Applicants must write the CPT (Composition Placement Test) (or English Placement Test). A score of **23** or better on the composition portion will constitute 25 points in the program's admission criteria. (NOTE: It is important that the CPT be written as early as possible. Late submission of a score may hamper entry into the program.)
4. Applicants must attend an orientation meeting scheduled by the College. You will be notified of the date and time of this meeting when you submit an application form.

How to Apply

1. **On** or **after** March 2 (no applications will be accepted before March 2), return the completed application form along with any necessary transcripts or certificates, to the Records and Registration office at any Fraser Valley College office. There, it will be date-stamped and will be used to form a first-come, first-served wait list.
2. After applications have been received, applicants will be notified of the orientation meeting.
3. At the orientation meeting, applicants will be given an overview of the program, have their questions about the program answered, and will be given further application instructions.

4. After the orientation meeting, applicants will be required to obtain a T.B. clearance, will be assigned to an Early Childhood centre to observe and will be either given a questionnaire to return or assigned to an interview time.
5. Based on the results from the EPT, the interview or questionnaire and the observation period, applicants will be evaluated according to the following scale:

(a) physical health and readiness to work with children (observation report)	10 points
(b) prior relevant experience	25 points
(c) interview/questionnaire	40 points
(d) reading and writing skills (EPT score)	25 points
TOTAL	100 points

Fees and Additional Costs

Tuition is $22.68 per credit, with the maximum fee charged for 20 credits. If you take the full first semester ECE program you will be carrying a 19.5 credit load, and your tuition will be 19.5 × $22.68 = $442.26 per semester. The full semester fee is due when you register. Fees include an 8% Student Society and Activities fee.

You should be prepared to spend approximately $500 during the ten-month program on books and supplies. You will also need some means of transportation. Up to half of your program time will be spent working in early childhood centers in the community which may involve travelling as much as 40 miles in one direction. THE COLLEGE TAKES NO RESPONSIBILITY FOR STUDENTS' TRANSPORTATION TO FIELD SITES.

When you are accepted, you may be required to pay $50. to hold your place. This will be applied to the cost of tuition but it is not refundable if you do not register when notified, or if you withdraw from the program.

Note: Fees listed were applicable at time of printing but are subject to change.

Early Childhood Education Certificate

This is a ten-month certificate program which includes basic courses in communications, interpersonal relations, child growth and development, working with children and easy childhood curriculum.

After completing this program you'll be familiar with the skills necessary to work with children in a group setting.

The Early Childhood Education Certificate Program is outlined below:

Year One (Full or Part-time)

September to December

ECE 115 - Human Development
ECE 121 - Introduction to Early Childhood Education
ECE 131 - Introduction to Early Childhood Programming
ECE 161 - Art, Music and Literature
COMM 300 - Communications for Human Services I
HSER 300 - Introduction to Interpersonal Communications

January to March

ECE 215 - Human Development II
ECE 221 - Early Childhood Programs
ECE 241 - Introductory Practicum
ECE 254 - Music in ECE
COMM 350 - Communications II

April to June

ECE 341 - Advanced Practicum
ECE 351 - Nutrition, Health and Safety
ECE 353 - Art in ECE
ECE 355 - Presenting Literature to Children
ECE 361 - The Process of Curriculum Development

Early Childhood Education Diploma

After completing the ten-month program you can continue your education and take advanced courses in more specialized areas. Most advanced (second-year) courses may be taken at night, giving you the option of working in the daytime.

Three program options are available for diploma students. The three programs share a common set of core courses and each requires a different set of specialty courses. The core courses and one set of specialty courses will be offered each year. Check the timetable or contact the program coordinator for information about the current offerings.

Core Diploma Requirements

ECE 413 - Atypical Development
ECE 424 - Family Policy
ECE 461 - Math, Physical and Social Sciences
ECE 462 - Programming for Exuberant Activity
HSER 400 - Advanced Helping Skills

Centre Administration Specialty

ECE 423 - Administration of Childhood Centres
ECE 444 - Administration Practicum
ECE 463 - The Economic, Political, Legal and Social Context of Service to Children and Families
ECE 464 - Interpersonal Communication, Emotional Development and the Family

Special Needs Specialty

ECE 442 - Practicum: Special Needs
ECE 465 - Exceptional Children
ECE 466 - Cultural Differences
ECE 481 - Programming for Exceptional Children

Infancy Specialty

ECE 443 - Practicum Infancy
ECE 467 - Human Development
ECE 468 - Infancy
ECE 482 - Programming for Infants

Sponsor Teacher Citation Program

This program is designed for sponsor teachers, however others who are interested are invited to participate in ECE 491 and ECE 492.

ECE 491 - Current Developments in ECE II
ECE 492 - Current Developments in ECE II
ECE 493 - Sponsor Teachers' Seminar I
ECE 494 - Sponsor Teachers' Seminar II
ECE 499 - Directed Studies in ECE

Fraser Valley College will issue a Statement of Program Completion to individuals completing the Sponsor Teacher Citation Program.

Notes:

1. Part-time students are invited to contact the ECE Co-ordinator to discuss their planned programs before application and enrollment in College courses.
2. Part-time students may complete COMM 300, COMM 350 and HSER 300 before application to the ECE program.
3. Not all 400 numbered courses are offered during each academic year. Please consult the current timetable to determine those offered in any particular semester.

Course Descriptions

Communications 300:
Communications for Human Services *3 credits*

Prerequisites: EPT score
Transferability: UVic, OLI

Introduction to basic techniques and forms of written and

oral communications. Included are the communication process, basic principles of organization and structure, essay writing, outlining, paragraphing, logic, principles of business writing, business letters, memos, and oral presentations.

Communications 350:
Communications II (Advanced) *3 credits*
Prerequisites: COMM 300
Transferability: UVic, OLI
Continued application of principles and skills learned in COMM 300. Included are letters of application and resumes, interviewing skills, memo reports, formal reports, and oral presentations.

ECE 115:
Human Development I *6 credits*
Prerequisites: Acceptance to, or permission from, the ECE program
This course focuses on the methods used by psychologists and preschool educators in learning more about children and introduces the student to the major theories of human development.

ECE 121:
Introduction to Early Childhood Education *3 credits*
Prerequisites: Acceptance to the ECE program
Introduces participants to the history and philosophies of the ECE field; to planning programs, curriculum and learning environments for groups of young children; and to the role of the early childhood educator in guiding and caring for young children.

ECE 131:
Introduction to Early Childhood Programming *3 credits*
Prerequisites: Acceptance to the ECE program
Introduces students to the elements of preschool programming with a focus on observation as a prerequisite to curriculum development.

ECE 161:
Art, Music and Literature *1½ credits*
Prerequisites: Acceptance to, or permission from, the ECE program
Students will begin developing specific curriculum ideas as resources and support for practicum experiences.

ECE 215:
Human Development II *3 credits*
Prerequisites: ECE 115
This course is an intensive examination of the psychological development of young children. The emphasis will be on intellectual, social and personality development, and on the implications developmental research has for education practice.

ECE 211:
Early Childhood Programs *3 credits*
Prerequisites: Completion of first semester
Corequisite: ECE 241
A continuation of ECE 121.

ECE 241:
Introductory Practicum *6 credits*
Prerequisites: Completion of the first semester
Corequisite: ECE 221
Direct, supervised observations and experience with young children in diverse field placement centres and in the College Early Childhood Education lab school.

ECE 254:
Music in Early Childhood Education *3 credits*
Prerequisites: Completion of first semester
This course is designed to promote personal growth in awareness, appreciation and enjoyment of music. It includes an overview of child development from birth to age five as it relates to the progression of learning musical concepts — timbre, dynamics, pitch, rythmn, tempo and melody. Students will have the opportunity to explore theory and application in the areas of singing, instruments, movement and listening.

ECE 341:
Advanced Practicum *6 credits*
Prerequisites: Completion of 2nd semester
Pre- or
Corequisites: Two of the following courses: ECE 351, ECE 353, ECE 355, and/or ECE 361
A continuation of ECE 241 in which the student practices more advanced competencies.

ECE 351:
Nutrition, Health and Safety *3 credits*
Prerequisites: Completion of 2nd semester
Consideration of the health and nutritional needs of young children. Topics include nutrition, food storage, preparation and presentation, Ministry of Health requirements, planning for safety, emergency procedures, first aid and childhood illnesses.

ECE 353:
Art in Early Childhood Education *3 credits*
Prerequisites: Completion of 2nd semester
Examines the educational functions of the visual arts in young children's development. Includes arranging the environment and materials, implementing aesthetic and sensory experiences and practicing appropriate teaching methods.

ECE 355:
Presenting Literature to Children *3 credits*
Prerequisites: Completion of the 2nd semester
An experiential examination of a variety of methods of helping young children to become involved in and enjoy literature. Included will be creative drama, playacting, writing and reading poetry, story-telling, puppetry and the history of children's literature.

ECE 361:
The Process of Curriculum Development *1½ credits*
Prerequisites: Completion of 2nd semester
An experiential workshop course focusing on the relevant factors effecting curriculum planning for groups of preschool children.

ECE 413:
Atypical Development *3 credits*
An introduction to understanding the development needs of exceptional children and working with children with a variety and range of developmental differences.

ECE 423:
Administration of Childhood Centres *3 credits*
Prerequisites: ECE 341
This course is designed for preschool/daycare centre supervisors and/or potential administrators. The emphasis is on developing sound program management and fiscal management skills with a focus on interpersonal relationships. Students are introduced to the responsibilities of an administrator in terms of setting up and/or maintaining an

-going program in different types of early childhood ntres.

CE 424:
mily Policy *3 credits*
erequisites: ECE 221
analysis of Canadian policy, legislation, and practice, as applies to families and children and a comparison to lected legislation in other countries.

CE 442:
acticum: Special Needs *6 credits*
erequisites: ECE 341
prequisite: ECE 481

CE 443:
acticum: Infancy *6 credits*
erequisites: ECE 341, ECE 468
prequisite: ECE 482

CE 444:
dministration Practicum *6 credits*
erequisites: ECE 341
prequisite: ECE 423 or ECE 424
he focus of this course is to provide the student with direct nd consistent supervision while employed (or placed in a ructured volunteer situation) as either a supervisor or ssistant. The emphasis is on the assessment of the student mployee's performance in the preschool centre, and the ovision of feedback to enable the student to improve and xtend skills and knowledge related to developing and/or dministering a child care centre.

CE 461:
lath, Physical and Social Sciences *1½ credits*
rerequisites: Completion of 2nd semester

CE 462:
rogramming for Exuberant Activity *1½ credits*
rerequisites: Completion of 2nd semester
n analysis of the young child's development of fundamental kills of movement, and program considerations to provide ptimum opportunities for their practice.

CE 463:
he Economic, Political, Legal and Social Context f Service to Children and Families *1½ credits*
rerequisites: Completion of 2nd semester
n analysis of selected topics that may be national and inter-ational in scope. Consult the ECE department for current pics.

CE 464:
nterpersonal Communication, Emotional evelopment and the Family *1½ credits*
rerequisites: Completion of 2nd semester

CE 465:
xceptional Children *1½ credits*
rerequisites: Completion of 2nd semester
n intensive analysis of one or two topics. Topics vary from ear to year and may include child abuse, mental retard-tion, physical handicaps, giftedness, mainstreaming, etc. ne purpose of this course is to help students learn how to horoughly investigate a topic. Contact the department for nformation regarding the topics in any particular year.

ECE 466:
Cultural Differences *1½ credits*
Prerequisite: Completion of 2nd semester

ECE 467:
Human Development *1½ credits*
Prerequisites: Completion of 2nd semester
An intensive analysis of selected topics which may include adult development, sex differences, perceptual development, aggression, attitudes and values, etc. Topics vary from year to year: consult the department for current topics.

ECE 468:
Infancy *1½ credits*
Prerequisites: Completion of 2nd semester

ECE 481:
Programming for Exceptional Children *3 credits*
Prerequisites: Completion of 3rd semester
A problem solving approach is taken to the programming needs of exceptional preschool children in nursery schools, daycare centres and kindergartens.

ECE 482:
Programming for Infants *3 credits*
Prerequisites: Completion of 3rd semester

ECE 491:
Current Developments in ECE I *1½ credits*
Prerequisites: Acceptance to the ECE program
Topics vary. Consult the department for the current course outline.

ECE 492:
Current Developments in ECE II *1½ credits*
Prerequisites: Acceptance to the ECE program

ECE 493:
Sponsor Teachers's Seminar I *1½ credits*
Prerequisites: Prior, or current, experience as a field site supervisor.

ECE 494:
Sponsor Teachers' Seminar II *1½ credits*
Prerequisites: Prior, or current, experience as a field site supervisor

ECE 499:
Directed Studies in ECE *1½ credits*
Prerequisites: Permission of instructor

Human Services 300:
Introduction to Interpersonal Communications and Helping Skills *3 credits*
Transferability: 3 credits as COMM 120 SFU
Introduces basic interpersonal communication skills. Emphasis is on developing and practising your ability to relate positively with other people.
Participants will be exposed to two methods of helping which they will have opportunities to develop further in more advanced courses. As part of the course requirements, you will be expected to share personal (but not necessarily private) experiences with other participants.

Faculty and Staff
Shelly Christie, ECE Cert. (Doug. Coll.)
Dona Coates, B.A. (U of S), Dip. C.S. (U of T), M.A. (UBC)
Kathie Nash, S.R.W. (VGH), ECE Cert. (FVC), B.A. (Antioch)
Chris Neufeld, ECE Dip. (FVC)
Brian Talarico, ECE Cert. (I.A.S.), B.A., M.Sc. (UVic)

HEAVY DUTY MECHANICS

This program is designed to prepare students for entry into the provincial apprenticeship system, or entry directly into employment. It introduces students to the trade and develops skills expected of them by potential employers.

Shop and study lab procedures are set up to simulate job conditions, so punctuality and good work habits are essential. The program is part of the TRaining ACcess (TRAC) provincial training program, so students can transfer to and from other colleges and will receive provincial recognition for training received at Fraser Valley College.

Employment Opportunities

After successfully completing the program, graduates should have a range of opportunities in the heavy duty equipment industry, with logging companies, trucking and bus services, the mining industry, or other industries which use stationary power units. Graduates can also apply to the Apprenticeship Branch, Ministry of Labour, for information regarding entry into the heavy duty mechanics apprenticeship program.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year of work experience; or demonstrate a B.C. Grade 12 completion or equivalent (ABE Advanced Level or GED).

How to Apply

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) If you wish to speak to the instructor, call 853-7441 local 339 to make an appointment.
2. Fill out the application form and attach the necessary documents:
   high school transcript showing Grade 12 completion. (ABE Advanced Level or GED acceptable.)

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin classes.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other TRAC courses can be entered at any time during the year, providing there is space available. The Heavy Duty shop and study lab are located at the Abbotsford Campus.

Other approximate costs are:

Fees and Other Expenses

The fees are $17.60 per week plus 8% for Student Society and activity fees. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Basic Handtools	$500
Required Textbooks	$100
Appropriate Working Apparel	$ 75
	$675

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

This program is divided into many short-course units which include both written and practical skills. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, video tapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after 'on-the-job' situations, where a limited amount of direct supervision is required.

The training is undertaken in three phases: Common Core, which includes basic skill training; Occupational Core, dealing with intermediate level skills in the trades group; and finally the Specialty, which is the final and highest level of training within the program.

Some details of the teaching units are as follows:

- Use of specialty equipment
- Start and move selected equipment
- Service track undercarriage
- Service track final drives
- Service working attachments
- Service diesel engine support systems

Faculty

Joe Kovacs, I.D. (UBC), Journeyman, Heavy Duty Mechanics.

HOMEMAKER / LONG-TERM CARE AIDE





his program is designed to provide you with basic skills ecessary to work in Long Term Care facilities and for omemaker Agencies. Clients include the elderly and/or andicapped, and families experiencing stressful situations.

he program is based on a provincial curriculum, including assroom and laboratory instruction, as well as required field ork experience in a variety of assigned settings. This is a ll-time program, and daily attendance is expected. Undue bsenteeism may result in the student being asked to ithdraw.

n successful completion of the program, you are awarded a ertificate.

ntrance Requirements

- Ability to read and write at Grade 10 level, and to speak and listen effectively. Applicants may be required to have their English skills assessed at the College.
- Signed medical certificate indicating physical fitness and emotional stability. The work is physically demanding, and conditions may be stressful. Considerable standing, walking and lifting is required.
- Recent TB test or chest X-ray.
- Transportation to a variety of field work locations in the Valley is the responsibility of the student.
- Caring attitude toward the elderly and handicapped, or others requiring assistance.

low to Apply

ou may **apply on** or **after** March 2, 1987

- Read the program information carefully and fill out the application form (available from Student Services.)
- Bring the completed application to a Records and Registration office, where it will be date and time-stamped to determine a first-come, first-served wait list of applicants.
- An interview with the program coordinator is required. To arrange an interview date, contact the faculty receptionist (Abbotsford).
- As soon as possible after your interview, you will be notified whether or not you have been accepted.
- When a seat is available, you will be notified in writing of the registration procedure. (Your medical certificate and TB test results will be required at this time.) If you do not register before the date specified in the letter, your name will be deleted from the list, and it will be necessary for you to reapply the following year.

ates and Location

his is a 16-week program, beginning either August 31, 1987 r January 4, 1988. Some of your classes will be located at the Portage Avenue Centre, Chilliwack, and others will be located at the Mission Centre. Approximately half of the program takes place in a variety of off-campus field work locations.

Fees and Additional Costs

The fees for the program are $304.13 which includes 8% for Student Society and activity fees.

Books will cost about $30.00.

Uniform(s), white duty shoes - $75 or more.

Cost of travelling to and from field work locations is the responsibility of the student.

Graduating students are eligible to purchase a pin from the college bookstore, for approximately $20.

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

Assisting with Meals and Nutrition
Provides a knowledge of basic nutrition, leading to the ability to plan, prepare, and serve meals. Also included are skills of managing time and money.

Assisting in Maintaining a Safe and Clean Environment
Includes knowledge and skills essential to safety and sanitation in homes and institutions.

Providing Assistance in Activities of Daily Living
Teaches the skills required in assisting with personal care, such as hygiene, elimination, and mobility.

Communicating Effectively with Clients and Others
Assists in developing self-awareness, observation skills, and effective listening and responding skills in a variety of situations.

Working Responsibly
Develops awareness of individual's responsibilities as a health care worker.

Handling Emergency Situations
Stresses appropriate responses to unexpected occurrences in a variety of situations.

Promoting Activity and Positive Mental Health
Includes human growth and development, and the importance of assisting individuals to meet their basic human needs. Also included is a knowledge of body functions.

Field Work Experience
Provides experience in a variety of work settings determined by the College.

Faculty

Pat Freund, R.N.
Teri Regts, R.N.
Betty Rogers, R.N.
Janie Bion, R.N., B.H.Ec.

JOINERY

This program is designed to prepare students for entry into the provincial apprenticeship system, or for entry directly into employment. It introduces students to the trade and develops skills expected of them by potential employers.

Shop and study lab procedures are set up to simulate job conditions, so punctuality and good work habits are essential. The program is part of the TRaining ACcess (TRAC) provincial training program, so students can transfer to and from other colleges and will receive provincial recognition for training received at Fraser Valley College.

Employment Opportunities

Students who are successful in completing the Joinery program will find they are well prepared for employment opportunities that exist in the cabinet industry and related businesses such as interior finishing and trimming; furniture manufacturing; cottage industries; recreational vehicle repair and construction and van interior customizing. A career in one of the joinery trades offers good opportunities for those who are willing to spend several years learning the trade.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year of work experience; or demonstrate a B.C. Grade 12 completion or equivalent (ABE Advanced Level or GED).

How to Apply

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) If you wish to speak to the instructor, call 792-0025 local 469 to make an appointment.
2. Fill out the application form that comes with the information kit and attach the necessary documents:
   high school transcript showing Grade 12 completion. (ABE Advanced Level or GED acceptable.)

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend, it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other TRAC courses can be entered at any time during the year, providing there is space available. The Joinery shop and lab are located at the College's Portage Avenue facility in Chilliwack.

Fees and Other Expenses

The fees are $17.60 per week plus 8% for Student Society and activity fees. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Other approximate costs are:

Basic Handtools	$200
Required Textbooks	$ 35
Appropriate Working Apparel	$ 50
Total	$285

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

This program is divided into many short-course units which include both written and practical skills. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, video tapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after 'on-the-job' situations, where a limited amount of direct supervision is required.

The training is undertaken in three phases: Common Core, which includes basic skill training; Occupational Core, dealing with intermediate level skills in the trades group; and finally the Specialty, which is the final and highest level of training within the program.

Some details of the teaching units are as follows:

- Read and interpret drawings
- Use joinery shop equipment
- Apply layout techniques
- Assemble cabinets
- Apply finishes
- Install glass

Faculty

Richard Janssen, I.D. (UBC), Journeyman, Carpentry

LIBRARY TECHNICIAN





raser Valley College, Abbotsford Campus, offers a four-emester program leading to the Library Technician Diploma. he program includes technical courses in library subjects s well as a broad spectrum of academic courses at the niversity transfer level, and operates according to anadian Library Association Guidelines.

iraduates of the program are qualified to work in a wide ariety of library situations, in all kinds of libraries, under the irection of a librarian. Their function is termed 'para-rofessional' rather than 'clerical' in most employment tuations.

he most effective library technicians are interested in both eople and books and have the ability to deal accurately with etails. An on-going interest in learning is essential, as braries continue to adapt to a changing world. Libraries are aking increasing use of computer technology to handle and rovide access to material in many formats, both print and on-print. Graduates of the Library Technician program may xpect to be part of the 'computer revolution' in the manner in hich information is stored, accessed and retrieved, in con-mporary libraries.

ntrance Requirements

/hile secondary school graduation is the basic prerequisite r admission into the Library Technician program, mature tudents who lack this may be accepted, depending upon ex-erience and qualifications. The program may include part-me or full-time studies. Relevant courses in which credits ere earned in a post-secondary institution may qualify for redit, on presentation of official transcripts.

pplicants must attend an interview with the program oordinator prior to acceptance into the program, and are otified of the dates of the interviews after the applications ave been received by the Records and Registration Office. he interview will include a short writing assignment and a test hich measures aptitude for library work.

uring the interview, applicants should be prepared to iscuss and be assessed on:

a) previous work in libraries, either paid or as a volunteer (minimum 40 hours) up to 10 points

b) interest in libraries (as shown by ability to discuss the nature of the work and the different levels of employment, as well as personal use of libraries).
up to 10 points

c) evidence of ability to handle course work (as shown by transcripts of grades achieved previously):

Average - P	0 points
Average - C	3 points
Average - B	6 points
Average - A	10 points

In the absence of previous marks or, in cases of mature students who feel that marks from previous institutions are not a true assessment of their abilities, applicants may request that the interviewer administer standard ability tests.

(d) Written communication skills (as shown by a sample of material hand-written by the applicant). Up to 10 points will be awarded depending on clarity, correctness of grammar and spelling, neatness and legibility.
up to 10 points

(e) Oral communication skills (as shown in the interview by one or more of the following: clearly stated questions and answers, responsive listening, alertness, enthusiasm, courtesy, objectivity, sense of humor).
up to 10 points

(f) Ability to sort and organize material, by alphabetical sequences, by numerical sequences and by similarities and differences (as shown by a timed test administered during the interview)

Less than 50% on the test	0 points
Between 50% and 75% on the test	5 points
Between 75% and 100% on the test	8 points
100% on the test	10 points
	Total 60 points

Applicants must achieve at least 40 points for acceptance.

How to Apply

Applicants intending to enrol in the Library Technician program

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.)
2. (a) **On** or **after** March 2, return your completed application form to the Records and Registration Office in either Abbotsford or Chilliwack.
   (b) Attach to the application form:
   (i) Proof of grade 12 completion, with marks
   or
   for students currently in grade 12, a letter from a counsellor or instructor indicating satisfactory progress toward graduation.
   (ii) Transcript showing post-secondary courses completed if any.
3. Applicants will receive a letter from Records and Registration, acknowledging receipt of the application, and notifying applicants to the Library Technician program of

appointments for interviews with the coordinator. The interviews will be scheduled during late April and early May.

4. Admission decisions for these applications will be made by mid-May following the interview, and applicants will be notified regarding acceptance in early June. Successful applicants will be required to pay a non-refundable fifty dollar deposit toward tuition, to secure a seat in the program. Registration instructions will be given at the same time.
5. Applications received after June 15 will be considered in mid-August, if seats are available in the program at that time. Late applicants will be interviewed by the coordinator in mid to late August.

For students who wish to enrol in university transfer electives.

About half of the courses required for completion of the Library Technician Diploma program are University Transfer courses. Registration in University Transfer courses is not dependent on acceptance into the Library Technician program. You may register for any University Transfer general elective(s), where space is available, provided that you:

(a) are a high school graduate or are 19 years of age or older

and

(b) make payment according to the regulations of the College.

Timetable booklets are available at the Records and Registration offices so that you may plan your schedule.

When you meet with the coordinator of the Library Technician program for your pre-registration interview, your options in selecting appropriate academic courses will be discussed. Please note the academic course requirements for the Library Technician diploma below.

Location

The Library Technician courses will be offered during the day or evening at the Abbotsford campus only. Most University Transfer courses are offered in the day or evening at Chilliwack and Abbotsford.

Fees and Additional Costs

Tuition is $22.68 per credit. If you register for six courses each for three credits, you will be carrying an eighteen credit course load and your tuition will be: 18 × $22.68 = $408.24 per semester. The full semester fee is due on the day of registration. The previously paid deposit will be applied to your total bill for registration in your first semester. Students are responsible for their own transportation to classes. Fees include 8% for the Student Society and student activities.

Textbooks and other materials cost about $25 to $75 per course in the Library Technician program. Additional costs may include transportation for field trips and charges for accessing and searching remote data bases, with average cost per term of about $25.

Note: Fees listed were applicable at time of printing but are subject to change.

A classroom lab is available for Library Technician students where specialized 'tools of the trade', class sets of some items, microfiche readers and other materials are provided for students to use in completing assignments for the Library Technician courses. As well, a small computer lab has been provided and equipped with appropriate hardware, software and supplies.

Workload and Classroom Expectations

Full-time students will carry a workload of about six courses per semester, ranging from two to four credits per course. Each course meets either two, three or four hours per week, and requires approximately twice that time out of class, in study and preparation time.

The classwork in University Transfer courses is largely theoretical in nature and may require preparation of reports, essays, and other written work. Most Library Technician courses involve extensive use of the Learning Resource Centre and labs at the College, and a large number of practical assignments. Students should be prepared for a heavy course of study with a combination of academic and career studies. Most courses require both mid-term and final examinations.

Most libraries require a competence in typing expressed as a typing speed of a minimum of 45 words per minute. Students must provide proof of this level of competence as a pre-requisite for certain courses. It is advisable for applicants to register for typing courses through college Continuing Education courses or through the Open Learning Institute, if these skills are lacking. These courses may be taken prior to registration in the program, or during the course of studies in the program.

All written work assignments in the Library Technician program are to be submitted in typed format, or by using word processing programs, available in the program's computer lab.

An introduction to the basic skills of computer use is available for students through the required course DP 100. Students are encouraged to register for this course in their first semester. Opportunities to apply the concepts and skills gained in DP 100 exist throughout the Library Technician program.

A broad basis of general knowledge and an extensive vocabulary along with competence in both written and oral English is invaluable for the beginning student in the Library Technician program.

LIBT 119 (cataloguing) is the prerequisite or corequisite for other courses in the Library Technician program, as it provides basic information, knowledge and skills on which other courses depend. This course is offered each fall term, to accommodate all beginning students. During the initial interview, the coordinator will assist applicants in selecting other appropriate courses for the first semester, to accompany LIBT 119 and DP 100.

Program Outline

The Library Technician program curriculum consists of a combination of academic and career/technical courses. The program for a full-time student extends over two years, providing the graduate with the equivalent of one year of university transfer credit, and one year of college credit in technical courses. Students who enrol in the program on a part-time basis will typically extend this program over four years. Students who enter the program with advance credits will likely enjoy a lighter work load, spread over two years, since all Library Technician courses may not be offered each year.

The required credits in University Transfer courses have been selected to provide students with basic knowledge in a wide variety of areas, imperative in library work. Besides the required academic courses, students are allowed to make their own selection of four elective courses at the University Transfer level, one of which must be in an area of science.

tline of a Typical Four-semester Program

cause each course may not be offered each year, some iations in sequence may occur.

mester I	*credits*
3T 118 Library Philosophy and Functions	3
3T 119 Library Techniques (cataloguing)	4
3T 318 Library Techniques (subject analysis)	3
' 100 Introduction to Data Processing	3
English 100 **or** English 110 **or** Communications 363	3
French 101 **or** German 101 **or** Russian 101	3
	19

mester II	*credits*
3T 218 Library Techniques (technical services)	4
3T 219 Library Field Work	3
3T 417C Creation of Library Programs	2
glish 120 **or** English 130 **or** English 140	3
nch 102 **or** German 102 **or** Russian 102	3
Elective university transfer course	3
	18

mester III	*credits*
3T 315 Library non-book materials	3
3T 417A Business concepts and procedures	2
litical science 110	3
Psychology 101 **or** Sociology 101	3
o elective university transfer courses	6
	17

mester IV	*credits*
3T 417B Information Handling	3
3T 416 Library Readers' Services	3
3T 419 Library Field Work	3
ychology 102 **or** Sociology 102	3
story 105 **or** History 109 **or** History 110	3
ective university transfer course	3
	18

tes:

Students who intend to register in any of these courses must ake arrangements to take the Composition Placement Test PT) for guidance in selecting the appropriate level of study.

Students intending to apply modern language credits to a iiversity program should take two semesters in the **same** nguage.

Note that at least one of the University Transfer electives ust be in the area of science. Students who have Grade 12 ience may select from any first-year science courses in hemistry, Biology, Physics or Geography. Students who ve not achieved Grade 12 credits for a science course may lect from the following: GEOG 101 **or** 102, **or** CHEM 100 **or** OL 100.

Students intending to apply Psychology or Sociology edits to a university program should take 101 **and** 102 in ther subject.

ourse Descriptions

brary Courses

brary Tech 118:
brary Philosophy and Functions *3 credits*

erequisites: acceptance in Library Technician Program ansferability: Vancouver Community College

is survey course is approached through lecture, seminar, udent report, and guest speakers. The history of books and raries is included with information on current trends and sues in both libraries and the book industry. The role of the rary technician is examined in contemporary libraries.

Library Tech 119:
Library Techniques *4 credits*

Prerequisites: Acceptance in Library Technician Program
Transferability: Vancouver Community College

An introduction to cataloguing procedures, including choice and form of entries, and descriptive cataloguing. Full cataloguing according to the latest edition of Anglo-American Cataloguing Rules is taught. Includes a lab for computer applications to cataloguing.

Library Tech 218:
Library Techniques *4 credits*

Prerequisites
or corequisites: LIBT 119
Transferability: Vancouver Community College

The technical services area is studied, with emphasis on acquisition procedures, selection tools, bibliographic searching, material processing, circulation and inter-library loans. Students learn how to handle periodicals and provide access to government publications. Includes a lab for computer applications in the technical services area of the Library.

Library Tech 219:
Library Field Work *3 credits*

Prerequisites: must be accepted into Library Technician program, and have successfully completed first semester library courses and be registered in second semester courses for a total in two semesters of four other Library Technician courses.
Transferability: Vancouver Community College

Arrangements are made for students to visit and tour libraries and related businesses in the area, with a two-day visit to a neighboring city. This is followed by two weeks of practical work experience in local libraries. This course is graded on a Satisfactory/Unsatisfactory basis, and therefore is not included in calculation of the grade point average. Satisfactory standing in this course is required for continuation in the program.

Library Tech 315:
Library Non-Book Materials *3 credits*

Prerequisites
or corequisites: LIBT 119
Transferability: Vancouver Community College

The student is taught operation and simple maintenance of audio visual equipment and is given an introduction to the organization and handling of materials, such as audio and video tape, microforms, pictures, pamphlets, etc. Library publicity and display techniques are part of this course.

Library Tech 318:
Library Techniques *3 credits*

Prerequisites
or corequisites: LIBT 119
Transferability: Vancouver Community College

Continues cataloguing techniques begun in LIBT 119 and introduces subject analysis, and Dewey and Library of Congress Classification schemes.

Library Tech 416:
Library Readers' Services *3 credits*

Prerequisites
or corequisites: LIBT 119, 218, or the permission of the instructor
Transferability: Vancouver Community College

The relationship of the library to its public is explored through reference services in all subject areas. The student learns how to select and use reference tools such as handbooks, indexes, encyclopedias, gazetters, etc.

Library Tech 417A, B, C:
Library Procedures

Prerequisites
or corequisites: LIBT 119, 218, 318 or permission of the instructor

LIBT 417A — Business Concepts and Procedures *2 credits*

This course applies current theories of business and management to the library situation stressing techniques of supervision.

LIBT 417B — Information Handling *3 credits*

Here are studied techniques and uses of current indexing and abstracting agencies, and information retrieval using computer facilities. Includes a lab for computer access to remote data bases.

LIBT 417C — Creation of Library Programs *2 credits*

This course concentrates on the provision of materials and programs for children in libraries.

Library Tech 419:
Library Field Work *3 credits*

Prerequisites: successful completion of 75% of required credits and typing speed of 45 words per minute, or permission of instructor.

Following the final examination period, students will gain further practical experience by working a four-week practicum to be arranged in local libraries. A grade of Satisfactory by the supervising librarian and by the instructor is necessary for completion of the diploma requirements. Grades are not included in the calculation of the grade point average.

Related Technical Courses

Data Processing 100:
Introduction to Data Processing *4 credits*

Prerequisites: none
Transferability: BCIT, CA, RIA, CGA, College, Mun, WWU, OLI

A general orientation to computing and data processing: description of computers and how they work, their capabilities and limitations, discussion of peripherals, general impact on business operations, and common data processing operations. Lab work and assignments will include electronic worksheets, visual and graphic display of business reports, word processing, and record keeping on small computing systems. Students may not receive credit for both DP 100 and BUS 437.

Academic Courses

Refer to the appropriate sections of the college calendar for descriptions of academic courses listed, and to make your selection of university transfer courses.

Faculty

Pat Sifton *B.A., University of Western Ontario*
MLS, University of Western Ontario
Ontario Teaching Certificate

OFFICE CAREERS





he Office Careers program is an individualized, independent pproach to learning business skills. The main objective of the ogram is to prepare you for employment in the entry-level fice jobs most frequently and most widely available today.

he program is particularly beneficial if you are returning to hool after a break in your education, if you wish to merely ush-up in a given area, of if you lack clearly established als and wish to explore various career opportunities in siness.

ogram Advisory Committee

o ensure that program content and development are levant to the needs of potential employers, the office areers Department receives assistance and advice from its ogram Advisory Committee. Current members are:

. Beatty, *Canada Employment Centre*
. Bompas, *Fraser Valley College*
. Boyd, *First Heritage Savings Credit Union*
. Moore, *Chilliwack General Hospital*
Phinney, *Fiberglas Canada*
Price, *Department of National Defence*
. Sparks, *Corrections Canada*
. Starr, *McKnight, Johnson & Partners*
. Taylor, *Barrister & Solicitor*

ansfer and Placement

ffices in business, government and industry offer many teresting opportunities for immediate employment. The xpansion of office staff, plus placement of workers in arious clerical positions, results in a demand for new mployees on a continuing basis.

ow to Apply

. Full-time applicants

Read the program description carefully.
Complete the application form and attach:
(a) proof of Grade 11 or 12 completion (ABE Advanced Level or GED certificate acceptable), depending on option chosen

or

(b) interim transcript from your instructor/counsellor if you are in the final semester of completion

or

(c) If you do not meet these requirements, submit the application form and your qualifications will be determined at the assessment.

Return the form to the nearest Records and Registration Office where it will be date-stamped to determine a first-come, first-served wait list. You will be advised of the date of the next assessment.

4. After the assessment either your name will be placed on the wait list or you will be referred for upgrading and later reassessment.
5. When a seat is available, you will be notified.

B. Part-time Applicants

1. Read the program description carefully and complete the application form.
2. Phone the Office Careers Department to find out the next entry date.
   Abbotsford: 853-7441 Local 228
   Chilliwack: 792-0025 Local 464
   Mission: 826-9544

C. Canada Employment Centre (Manpower) — Sponsored Applicants

. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to go to your assessment and, if accepted, when to begin class.
3. Once you have been authorized to attend the Office Careers program, it is important that you register as a student at Fraser Valley College. You may do this on your first day of class by coming to the Registration counter at Student Services and presenting your authorization from CEC. This will ensure that your statement of grades and completion certificate are properly recorded and maintained.

Fees and Other Expenses (subject to change)

Fees are $22.68 per credit. For example: if you take the core program of eleven credits your fees will be 11 × $22.68 = $249.48. The full core fee must be paid upon registration. When registering for an option, one-half of the fee must be paid at the time of registration with the remainder paid by a post-dated cheque. Fees include 8% for the Student Society and activity fees.

Prepare to spend an additional $125 on books and supplies.

Note: Fees listed were applicable at time of printing but are subject to change.

Workload and Classroom Expectations

The classroom situation for Office Careers courses simulates, as far as possible, a real-life office environment. Appropriate dress is expected.

Faculty

Bonnie Anderson, B.A. (University of Saskatchewan), Prof. Teaching Cert. (B.C.)
Jane Dean, B. Comm. (UBC) Prof. Teaching Cert. (B.C.)
Sheila Elliott, Sec. Diploma (Reading Technical College)
Maureen Kiner, B.Ed. (UBC), Prof. Teaching Cert. (B.C.)
Diane Malo, B.Sc., M.Ed. (Montana State), Prof. Teaching Cert. (Alberta)
Betty Mitchell, Instructor's Diploma (UBC)
Kathie Rusk, Instructor's Diploma (UBC)
Jim Watson, B.A. (Hons.) (Lakehead), Prof. Teaching Cert. (B.C.), P.D.P. (SFU)
Barbara Whiteside, B.A. (UBC), Prof. Teaching Cert. (B.C.)

Abbotsford and Chilliwack — Full-time Options

Core Courses — *3 months (taken by all students)*
Typing I (1 credit)
Typing II (2 credits)
Business English (2 credits)
Filing & Records Management (1 credit)
Recordkeeping I (1 credit)
Office Procedures (1 credit)
Business Math I (1 credit)
Business Machines I (1 credit)
Computer Awareness (1 credit)

Bookkeeper-Clerk — *8 months including core*
Bookkeeping I (2 credits)
Bookkeeping II (2 credits)
Business Communications (2 credits)
Business Math and Machines II (2 credits)
Machine Transcription I (1 credit)
One-Write System (1 credit)
Typing III (2 credits)
Computerized Bookkeeping (1 credit)

Bookkeeper — *9 months including Core*
Bookkeeping I (2 credits)
Bookkeeping II (2 credits)
Bookkeeping III (3 credits)
Business Communications (2 credits)
Business Math and Machines II (2 credits)
One-Write System (1 credit)
Payroll (2 credits)
Computerized Bookkeeping (3 credits)

Office Assistant — *8 months including Core*
Business Communications (2 credits)
Machine Transcription I (1 credit)
Typing III (2 credits)
Typing IV (2 credits)
Word Processing - Wordstar (2 credits)
Four credits from Pool

Word Processor — *9 months including Core*
Business Communications (2 credits)
Machine Transcription I (1 credit)
Machine Transcription II (2 credits)
Typing III (2 credits)
Typing IV (2 credits)
Word Processing - Applications (2 credits)
Word Processing - AES or Micom (2 credits)
Word Processing - Wordstar (2 credits)
Electronic Typing (1 credit)

Stenographer — *10 months including core*
Typing III (2 credits)
Typing IV (2 credits)
Secretarial Practice (2 credits)
Shorthand I (4 credits)
Shorthand II - 60 wpm (2 credits)
Shorthand III - 80 wpm (2 credits)
Business Communications (2 credits)
Machine Transcription I (1 credit)
Machine Transcription II (2 credits)
Word Processing - Wordstar (2 credits)

Pool Courses
Bookkeeping I (2 credits)
Bookkeeping II (2 credits)
Bookkeeping III (3 credits)
Computerized Bookkeeping (1 credit)
Multiplan (1 credit)
Computerized Bookkeeping (1 credit)
Applications in Multiplan (1 credit)
Computerized Bookkeeping — Bedford
Accounting Package (1 credit)
Computerized Bookkeeping KIS
Accounting Package (1 credit)
Business Communications (2 credits)
Business Math and Machines II (2 credits)
Machine Transcription I (1 credit)
Machine Transcription II (2 credits)
One-Write System (1 credit)
Payroll (2 credits)
Secretarial Practice (2 credits)
Typing III (2 credits)
Typing IV (2 credits)
Word Processing - Applications (2 credits)
Word Processing - AES or Microm (2 credits)
Word Processing - Wordstar (2 credits)
Electronic Typing (1 credit)
Shorthand I (4 credits)
Shorthand II (2 credits)
Shorthand III (2 credits)
Shorthand IV (2 credits)
Medical Terminology (1 credit)

Legal Secretary Certificate Program

Legal Secretary Certificate Program — *4 months*
(Abbotsford Campus)

This advanced program is intended for upgrading experienced secretaries (or equivalent). After completion of this program graduates may obtain employment in a variety of positions including legal secretary, junior legal secretary, or a legal support employee in the following organizations: law firms, real estate companies, insurance companies, financial organizations and government agencies.

Admission Requirements:

1. Grade 12 or equivalent.
2. Minimum typing speed of 50 w.p.m.
3. One full year of secretarial experience within the past three years
   Or
   Successful completion within the past two years of a

business office training program at the post-secondary level, equivalent to Fraser Valley College's Office Assistant, Word Processor, or Stenographer options. Take a Business English assessment test and obtain a score of at least 55%.

e six modules included in the program are as follows:

Legal Office Procedures	*2 credits*
Litigation	*2 credits*
Conveyancing	*2 credits*
Wills and Estates	*2 credits*
Corporate Law	*2 credits*
Family Law	*2 credits*

pace permits, students may take specific modules only.

urse fee for all six modules of Legal Secretary Program y, is $690. Books and supplies will cost approximately)0. Cost for individual modules is $115 each.

art-time Courses

t-time courses are available on both campuses for those ople re-entering the work force, or for those who are unable attend full-time because of employment commitments. ephone Abbotsford 853-7441 local 228 or Chilliwack 792-5 local 464 for more information.

rd Processing short courses are taught at the Abbotsford mpus in two-week modules. Seats are available for people o wish to take short courses. Machines covered are the S, Micom or microcomputer using the Wordstar program.

erequisite — good typing skills.

ll 853-7441, local 228 for information.

trance Requirements

ice Assistant, Word Processor, Bookkeeper-Clerk and okkeeper options - Grade 11 complete. Stenographer ion — Grade 12 complete. ABE Advanced Level or GED ceptable for all options. If you do not meet the minimum ucational requirements, other factors such as work perience and maturity may be assessed by the college in of the stated requirements. In addition to the above, all -time students will be required to write an assessment test t will be used to help determine suitability to the program.

ission Daytime Program

e Office Careers program in Mission gives you the portunity to become proficient in a wide range of sec-arial and bookkeeping skills on a part-time or full-time sis. It is designed for students who are currently on a wait- for the full-time programs and who wish to start their dies at an earlier date, for those who are unemployed or ween jobs and who want to upgrade their skills, and for se who would have difficulty attending on a full-time sis. The program is held in the Mission Regional Centre m 9 a.m. to 4 p.m., Monday through Friday.

urses Offered

ping I (1 credit)
ping II (2 credits)
ping III (2 credits)
ping IV (2 credits)
cretarial Practice (2 practices)
chine Transcription I (1 credit)
chine Transcription II (2 credits)
dical Terminology (1 credit)
okkeeping I (2 credits)
okkeeping II (2 credits)
okkeeping III (credits)
yroll (2 credits)
Computer Awareness (1 credit)
Business Math I (1 credit)
Business Machines I (1 credit)
Business Math and Machines II (2 credits)
Recordkeeping I (1 credit)
Business English (2 credits)
Business Communications (2 credits)
Filing and Records Management (1 credit)
Office Procedures (1 credit)

Course Descriptions

Typing I *1 credit*

Prerequisites: none

An introduction to the typewriter and its operation; mastery of the keyboard and development of touch control.

Typing II *2 credits*

Prerequisites: Typing 1 or equivalent

This course is an introduction to the basic elements of centering, business forms, tabulating, letter styles and envelopes, and preparing carbon copies. In addition, there will be a review of the keyboard and the operation and maintenance of the typewriter. Emphasis will be on developing work habits, proofreading skills, and following oral and written directions. Speed requirements on completion of the course will be 35 wpm.

Typing III *2 credits*

Prerequisites: Typing II or equivalent

This course is designed to introduce the student to the skill of typing tabulations with column headings; ruled tables, financial statements with leaders; preparing business letters with special notations; and typing manuscripts in bound and unbound form. Speed requirement on completion of the course will be a minimum of 40 wpm.

Typing IV *2 credits*

Prerequisites: Typing III or equivalent

This course will provide the student with typing tasks realistic to an office environment. All of the work is handwritten or in rough draft form, and provides comprehensive, practical training. This course also includes a unit on reprographics. The minimum speed requirement on completion of the course will be 50 wpm.

Secretarial Practice *2 credits*

Prerequisites: Typing IV

In this course students are given extensive practical training at a mastery level in a simulated office. The work will include typing, proofreading, efficiently producing complex manuscripts, tabulations, correspondence, composing letters, and rough draft material. A minimum speed of 60 wpm is achieved on completion of this course.

Word Processing — AES or Micom *2 credits*

Prerequisites: Typing IV or equivalent

This course is designed to acquaint the student with Micom or AES word processor and to provide practice in the operation of a visual display word processor. The student will learn the operation of the major function of this process.

Word Processing Applications *2 credits*

This course will enable students who have already mastered the basic functions of a visual display word processor to increase their skill on this equipment by preparing work from actual business applications.

Word Processing — Wordstar *2 credits*

This course will introduce the student to word processing on a microcomputer using the Wordstar program.

Electronic Typing *1 credit*

This course is designed to acquaint the student with an electronic typewriter, provide practice in its basic operation. Students will learn on the Olivetti 231 or the Canon AP 500.

Shorthand I *4 credits*

The study of the theory of Forkner shorthand with emphasis on the ability to read meaningfully and fluently from shorthand plate and from students' own notes.

Short II (60 wpm) *2 credits*

Prerequisites: Shorthand I or equivalent

A continuation of Shorthand I with emphasis on speed and development of business vocabulary. Accurate transcription at 60 wpm is achieved on completion of this course.

Shorthand III (80 wpm) *2 credits*

Prerequisites: Shorthand II or equivalent

A continuation of Shorthand II at an intermediate level. Transcription skills and shorthand speed are increased considerably. Accurate transcription at 80 wpm is achieved on completion of this course.

Shorthand IV (100 wpm) *2 credits*

Prerequisites: Shorthand III or equivalent

A continuation of Shorthand III at an advanced level. Transcription skills and shorthand speed are increased considerably. Accurate transcription at 100 wpm is achieved on completion of this course.

Shorthand V (120 wpm) *2 credits*

Prerequisites: Shorthand IV or equivalent

A continuation of Shorthand IV at a mastery level. Shorthand speed and transcription skills are increased, and accurate transcription at 120 wpm is achieved on completion of this course.

Machine Transcription I *1 credit*

Prerequisites: Typing II or equivalent

An introduction to the operation of transcribing equipment. Attention is given to the fundamentals of spelling, grammar and punctuation, which are of basic importance for a good transcriptionist. Emphasis is on producing mailable copy.

Machine Transcription II *2 credits*

Prerequisites: Machine Transcription I & Typing IV or equivalent

This is an advanced course in machine transcription. The course covers modern business procedures, terminology, and equipment in a working environment through which realistic skills, attitudes, and knowledge are developed.

Medical Transcription (Abbotsford only) *2 credits*

Prerequisites: Typing IV or equivalent

This course will introduce students who have already mastered typing skills to the field of medical transcription. Students will learn a wide range of medical terms and procedures while learning transcription techniques. A working knowledge of machine transcription is preferred.

Medical Terminology *1 credit*

This course will enable students preparing for office careers in medical fields to build the medical vocabularly necessary for accurate transcription.

Recordkeeping I *1 credit*

This course provides an introduction to the function of records and the procedures involved in producing a useful communication tool. Practical application is provided through personal cash records and income tax. The procedures for handling cash and bank-related activities in a business office are emphasized.

Bookkeeping I *2 credits*

This course is an introduction to the steps of the Bookkeeping cycle and the concept of debit and credit. It familiarizes students with types of business organizations. Steps of the basic bookkeeping cycle include journalizing, posting, preparing a trial balance, preparing a six-column worksheet, preparing financial statements, making closing entries and preparing a post-closing trial balance.

Bookkeeping II *2 credits*

Prerequisites: Bookkeeping I or equivalent

This course provides an introduction to how records are kept, using bookkeeping principles learned in Bookkeeping I. Topics include Accounts Receivable and Payable, Special Cash Journals, Combination Journals, Petty Cash, Banking and Payroll.

Bookkeeping III *3 credits*

Prerequisites: Bookeeping II or equivalent

This course introduces the bookkeeping required for a merchandising firm. Year-end adjusting entries such as depreciation, bad debts, prepaid expenses and unearned revenue are covered. Completion of the bookkeeping cycle, ten-column worksheets and financial statements complete the topics. This course also contains a section on bookkeeping for provincial sales tax and for credit card transactions.

Computer Awareness *1 credit*

An introduction to the basic operating concepts and procedures of a microcomputer. Exposure to packaged software is provided.

Computerized Bookkeeping — Electronic Spreadsheeting *1 credit*

Prerequisite: Bookkeeping I

This course introduces the student to electronic spreadsheeting through the use of Multiplan. The course covers the basics for building simple worksheets for business and personal financial planning.

Computerized Bookkeeping — Business applications for Multiplan *1 credit*

Prerequisites: Bookkeeping I & II

This course emphasizes the logic of Multiplan by applying the functions of specific business applications.

Computerized Bookkeeping — Accounting Systems I *1 credit*

Prerequisites: Bookkeeping I & II

This course introduces the student to the use of a computerized bookkeeping system through the Bedford Accounting package. Topics covered are general ledger, accounts receivable, accounts payable and payroll.

Computerized Bookkeeping — Accounting Systems II *1 credit*

Prerequisite: Bookkeeping I & II

This course introduces the student to the use of a computerized bookkeeping system through the KIS Accounting package. Topics covered are general ledger, accounts receivable, accounts payable and payroll.

yroll *2 credits*

course on the basic requirements for preparation of a yroll system. Students calculate gross pay using several ethods of computing earnings. Statutory and voluntary ductions are made and the result is net pay. Methods of yment are also discussed and a payroll distribution is ade. Procedures for employee termination, preparation of ar end payroll summaries, T4s and WCB records are cluded.

ne-Write System *1 credit*

is course introduces the student to the use of a One-Write stem in the accounts receivable, accounts payable and yroll systems.

usiness Mathematics I *1 credit*

review of basic arithmetic skills including working with hole numbers, decimals, common fractions and per-ntages.

usiness Machines I *1 credit*

is course teaches and provides practice in touch eration on the ten-key calculator; memory and constant atures are included. Practice for efficient operation of the lculator is provided through drills.

usiness Mathematics and Business Machines II *2 credits*

erequisites: Business Machines I or equivalent

is course combines the use of the calculator's special atures with common business applications. Topics range om banking procedures to inventory valuation.

usiness English *2 credits*

is course provides an analysis of the structure of the nglish language. Special emphasis is placed on the propriate use of the parts of speech and on the functions various punctuation symbols that are encountered in dinary business communications. Individualized instruc-on is also given on developing good communication skills ich as vocabulary building, reading and spelling.

usiness Communications *2 credits*

erequisites: Business English or equivalent

is course is planned to give students extensive practice in riting effective business communications, including usiness letters and memoranda: special emphasis is placed n job search techniques.

ling and Records Management *1 credit*

study of the rules and principles of indexing and filing, and aintenance of a filing system. Training in the various ethods of filing such as alphabetic, numeric, subject, and eographic is also included.

ffice Procedures *1 credit*

n introduction to, and application of, office policies and rocedures. Areas to be covered are organizing for fficiency, telephone communications and techniques, ostal services and handling office mail, use of reference esources and human relations.

PARTS/COUNTER PERSON

This program is designed to prepare students directly for employment. Shop and classroom procedures are set up to simulate job conditions, so punctuality and good work habits are essential.

Employment Opportunities

After successfully completing this program, a graduate will have a wide range of employment opportunities in the automotive industry, with auto dealerships, independent jobbers, warehouses, and department stores. This occupation is especially good for women who are interested in entering the automotive industry.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year work experience; or demonstrate a B.C. Grade 12 completion or equivalent (ABE Advanced Level or GED).

How to Apply

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) If you wish to speak to the instructor, call Larry Brown 853-7441 local 340 to make an appointment.
2. Fill out the application form and attach the necessary documents:
   high school transcript showing grade 12 completion. (ABE Advanced Level or GED acceptable.)

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other TRAC courses can be entered at any time during the year, providing there is space available. The shop and study lab are located at the College's Abbotsford Campus.

Fees

The fees are $17.60 per week plus 8% for Student Society and activity fees. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Other approximate costs:

Textbooks and ring binder	$50

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

This program is divided into many short-course units which include both written and practical skills. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, video tapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after 'on-the-job' situations, where a limited amount of direct supervision is required.

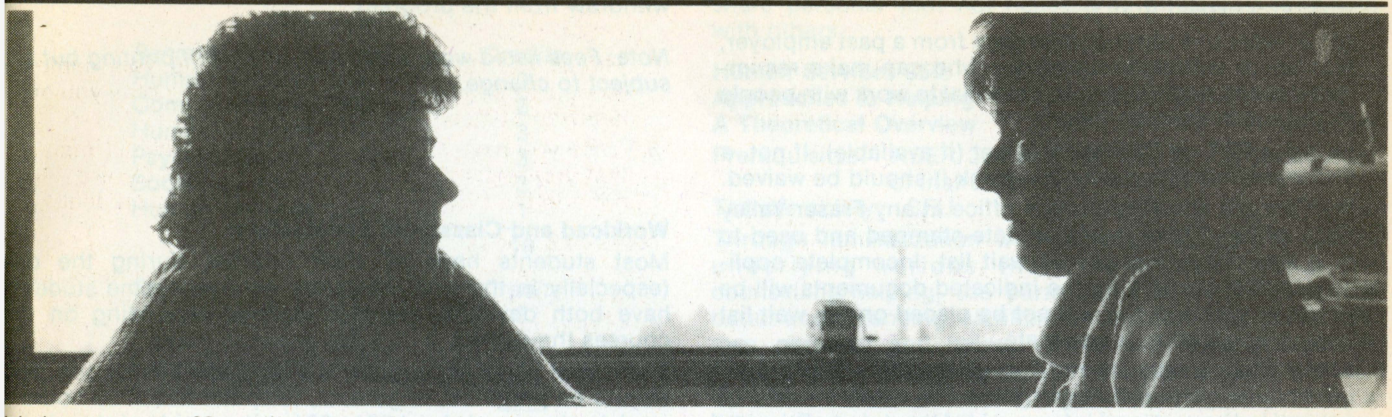
Some details of the teaching units are as follows:

- Auto parts identification and inventory
- Equipment use and application
- Catalog use
- Counter (shop) activities
- Mathematical development
- Personal development

Faculty

Larry Brown, I.D. (UBC)

SOCIAL SERVICES



his is a two-year, 62 credit program (combining practical skill evelopment courses and university transfer courses), leading) a diploma. The program prepares you to work at the para-rofessional level in social services occupations. Typical job tles include: Financial Assistance Worker, Child Care Vorker, Community Service Worker, Teacher Aide, esidential Service Worker, Special Education Assistant and ase Aide.

he program also provides an opportunity for students pre-aring for professional degrees to learn about their future rofession while taking valuable skill courses and earning up) a year-and-a-half of university transfer credits.

ransfer and Placement

lore than half the courses in the Social Services program re transferable to university. Transferable courses are early marked in the following course descriptions.

tudents who complete the two-year program are in a com-etetive position to gain employment because many people ho apply for paraprofessional jobs have no formal qualifi-ations. Completion of the program does not guarantee that ou will find the job of your choice immediately on raduation. However, many students do find jobs through heir field work placements which are carefully selected for mployment potential.

cademic Regulations

cceptance into the program does not mean that students will e placed into a practicum. Students will be individually ssessed during the first semester as to their readiness, in rms of skills and knowledge, for the practicum. Suitable ppearance is necessary for many placements and students re not guaranteed the placement of their choice. Placement to a practicum will be at the discretion of the instructor.

GPA of 2.0 (C average) is required for graduation and racticum placement.

ccess to an automobile may be required for a practicum.

tudents wishing to work with children are encouraged to cquire a Class IV Driver's license and a Standard First Aid ertificate. In addition, typing is considered a useful skill by any employers and will certainly contribute to your uccess at the College.

tudents wishing to challenge a Human Services course ust have their application for challenge approved by the oordinator.

tudents who are not making satisfactory progress may be equired to withdraw from the program. Unsatisfactory pro-ress could include having been placed on academic arning for inappropriate classroom conduct, failing two or ore core courses in one semester, and/or failing the racticum.

Note:
A maximum of four years will be available to part-time students to finish the program under the requirements in place at the time they entered the program. Students taking more than four years to finish the program may be required to qualify for graduation under the program requirements for the year in which they graduate.

Students may elect to take this program either on a part or full-time basis depending on their own circumstances.

Entrance Requirements

1. Prospective applicants must have completed Grade 12 or the equivalent.
2. A letter from a teacher, past employer or someone working in the social services field who knows the applicant well and who can comment on the applicant's suitability for the field, is required.
3. Applicants may be required to demonstrate that they have access to a private automobile.
4. A letter from the family physician attesting to the applicant's suitability to undertake a program may be required.
5. Applicants must indicate their willingness to undergo a security check which may be required for some practicums.
6. You must present an EPT or CPT score or a letter indicating (a) when you will write it or (b) why you think it should be waived (i.e. you have received a 'C' or better in English 100 or Communications 300). Your application will not be considered complete until you supply the College with your EPT or CPT scores or a waiver letter.

Applications will be assessed on the basis of an interview with program faculty, past education and work experience and demonstrated writing ability. Admission will be granted to those scoring above the threshold on a first-come first-served basis.

How to Apply

Full-time students and those part-time students intending to enrol in Human Services 310 and 329.

1. **On** or **after** March 2, (no applications will be accepted before then) return the completed application form along with:

   (a) high school transcript reflecting grade 12 graduation **or** ABE Advanced Level certificate **or** GED certificate **or** college or university transcript **or** be in the final semester of high school completion (interim transcription from instructor/counsellor acceptable). Please supply a complete high school transcript showing courses taken (or being taken) and grades achieved.

(b) a completed form (available from Student Services) detailing your past experience and education

(c) a letter stating why you want to enter the program and what you expect from it.

(d) at least one letter of reference from a past employer, teacher or volunteer supervisor who can make recommendations regarding your potential to work with people in the social services field.

(e) your EPT or CPT score sheet (if available). If not, a statement indicating why you think it should be waived.

to the Records and Registration office at any Fraser Valley College office. There it will be date-stamped and used to form a first-come, first-served wait list. Incomplete applications and those lacking the indicated documents will be returned to you and you will not be placed on the wait list until your application is complete.

2. Within two weeks of receipt of the complete application, Records and Registration will send a letter of acknowledgement and inform you of the date and time to attend an interview. Should you not be present at the interview, your application will lose its date-stamped priority for admission.
3. After evaluations have been made (within 30 days of the interview providing your application is complete), you will receive a letter from Records and Registration notifying you whether or not you have been accepted into the program. If you have been accepted, the letter will include registration details.
4. If you have not been accepted, it will be because you either were below the threshold, had an incomplete application or the program is full. You may wish to consult the program coordinator to find the reasons you were not accepted and to discuss your other options.

Note:
Applications will be received as long as space is available, but normally all spaces are filled by July 1.

Part-time Students

1. You may directly register for any university transfer elective(s) or general courses provided that you:
   (a) are a high school graduate **or** are 19 years of age or or older;
   (b) meet the individual course prerequisites as noted in the course descriptions which follow;
   (c) make payment at the time of registration.
2. Timetable booklets are available at the Registration office so that you may plan your academic schedule if you know what course(s) you want to take.
3. If you are uncertain about which course to take or how many to register for, please make an appointment with the faculty receptionist to see the Coordinator.
   This is especially necessary so that the part-time student may receive accurate course advice.

Fees and Additional costs

Tuition is $22.68 per credit. If you take five courses each worth three credits you will be carrying a 15-credit load, and your tuition will be 15 × $22.68 = $340.20 per semester. The full semester fee is due when you register. Fees include 8% for the Student Society and activity fees.

You can expect to spend $300 per year on books. There may also be considerable expense in travelling to practicum sites and field trip destinations as well as purchase of clothing suitable for the workplace. Practicum experiences take place in the community and therefore students must be able to provide their own transportation.

When you are accepted, you may be required to pay $50 to hold your place. This will be applied to the cost of tuition but it's not refundable if you don't register when required to or withdraw from the program.

Note: Fees listed were applicable at time of printing but are subject to change.

Workload and Classroom Expectations

Most students have all their courses during the day (especially in the first semester), although some students have both day and evening courses, depending on the courses they select.

The Social Services program is a fairly demanding one. You should be prepared, in general, to spend about 20 hours a week in class, and about 20 to 30 hours outside of class in independent learning. This program requires the same or greater workload as University Transfer and is academically demanding.

In general, students take five or six courses each semester. During the winter semester, students take three courses, plus a six-credit practicum. The practicum is scheduled for all day Tuesday and Wednesday, and students must make themselves fully available during this time. All students are required to attend a one-hour, seminar each week throughout the program.

There is a definite need to learn to balance time and workload in order to succeed in the program.

Dates and Locations

The normal college year is from September through May. Sixteen hours per week of classes are required in the fall semester and nine hours per week of classes with two full days of field work practice are required in the winter semester.

Admission to the program is for the September term. Students wishing to start in January may do so by taking any courses for which they have the stated pre-requisites and then applying for the following September. However, they should be aware that because of timetabling and sequencing of courses they can expect to spend 2½ years to complete the program.

The diploma program usually requires two full years of college attendance. Occasionally courses are challenged for credit, making it possible to complete the program more quickly. Mastery of course objectives must be demonstrated in order to successfully challenge a course.

Part-time students may enrol in any available social services course at any time convenient to them, provided they meet the stated prerequisites. Part-time students wanting to complete the Social Services program should consult with the program coordinator as early as possible in order to ensure they are taking the right courses in the right sequence.

The diploma program is offered at both the Abbotsford and Chilliwack campuses. Students must indicate on their application form which campus they wish to attend. Students accepted into the program will be able to register on the campus of their choice until the places are filled. Thereafter they will be offered a chance to register on the other campus or a place on the waiting list. Acceptance into the program on a specified campus does not guarantee students that all their classes will be on that campus.

Human Services 329:
Seminar *1 credit*

Prerequisites: Acceptance into Social Service Program
Corequisites: HSER 310, 300, COMM 300

This seminar will introduce you to methods of field work. Through discussions with the instructor and other students you will become aware of the field work opportunities in your area and work towards placement in an agency.

Human Services 330:
Practicum *6 credits*

Prerequisites: HSER 310, 329, COMM 300, HSER 300 **and** permission of instructor

Supervised experience in work situations in which you could later be employed. You will have an opportunity to practise skills gained in prerequisite courses and will receive feedback about your competencies. There will be a weekly seminar, either on an individual or group basis.

Human Services 429:
Seminar *1 credit*

Prerequisites: HSER 329 and 330
Corequisites: HSER 400

This seminar will introduce you to methods of field work. Through discussions with the instructor and other students you will become aware of the field work opportunities in your area and work towards placement in an agency.

Human Services 430:
Field Work Practicum *6 credits*

Prerequisites: HSER 330, HSER 350 and HSER 400 **and** permission of instructor
Corequisites: COMM 350

Supervised work experience in a social service agency. The goals and objectives of this course will be similar to the first year practicum. However, higher levels of skill performance are required.

Human Services 483:
Family Dynamics *3 credits*

Prerequisites: SOC 101, or permission of the instructor
Transferability: UVic, SFU

The institution of marriage in our society will be studied. Students completing the course will become aware of some common problems of marriage and family relationships and will have gained an awareness of appropriate methods of social service intervention. An in-depth analysis of the family group from a systems theory approach will be undertaken. Family interaction and communication patterns, boundaries, power and alliances, and how they affect family members will be studied. The course will explore several methods of family counselling in some depth. However, it is not the purpose of the course to train family therapists.

Human Services 484:
Child Care Practice *3 credits*

Prerequisites: PSYCH 101, 102
Transferability: This course, along with other Social Services courses may be considered for up to 6 unassigned credits at UVic

This course will examine various aspects of social service work with children. It will include treatment methods, relationships with children, the needs of children, common behavioral problems and methods of dealing with them. The course will focus on an examination of three main theoretical models of childhelping — the Adlerian approach, behavioral modification, and general systems theory. *To be offered if budget and enrollment permit.*

Human Services 490:
Directed Studies in Social Service Work *3 credits*

Prerequisites: permission of the Social Service Department

This course will have appeal to the student whose particular area of interest cannot be met through existing courses. The student will submit a program of study in a particular area and will be expected to meet regularly with a faculty member and submit a report on the term's project.

Human Services 492:
Comparative Delivery Systems *3 credits*

Prerequisites: HSER 310 **and** permission of instructor

This course will expose the student to the Social Service delivery system in another province and/or country. Through visits to agencies, studies of legislation and immersion in another culture, students will be able to elucidate a critical analysis of different aspects of the delivery system. The student will be expected to concentrate on the differences and similarities in his/her particular field of interest. *To be offered if budget and enrollment permit.*

Human Services 493:
Understanding and Working with the Developmentally Handicapped Child and Adult *3 credits*

Prerequisites: none, although PSYCH 101, 102 are desirable

An introduction to human development with special attention given to the cases of developmental handicaps. Studies include origins of developmental handicaps due to genetic causes, physical and psycho-social causes. Emphasis is placed on understanding developmental and learning difficulties faced by disabled persons, and how the concept of normalization can be applied to treatment and workshop programs. Other emphasis include physical and motor development, perception, intelligence problem solving, language, moral questions, the brain, and the endocrine and hormone systems. *To be offered if budget and enrollment permit.*

Human Services 494:
Understanding and Working with Clients Who Have Alcohol and Related Drug Dependencies *3 credits*

Prerequisites: none, though HSER 300 and 350 are desirable

This course is intended primarily for people who are working with clients having alcohol and/or drug problems. It is an introductory course on approaches to working with the chemically dependent person in institutional and community settings.

There will be a review of the influence of drugs, human behavior and emotional growth, concepts of stress and motivation, forms of communication and listening, as well as effects of alcoholism on the family and workplace.

There will be substantial emphasis on student participation in order to make this a practical as well as theoretical experience. *To be offered if budget and enrollment permit.*

Faculty

Terry Anderson, B.A., M.A. (Cal. State University, Chico)
Pat Gillespie, B.A. (Pomona College)
Gloria Wolfson, B.A. (C.U.N.Y.), M.A. (Western Reserve Univ.) R.S.W. (B.C.)
Carole Harlow, Program Assistant, Diploma — Social Services Fraser Valley College
Carol Oddy, Program Assistant, Diploma — Social Services Fraser Valley College

TRADES EXPLORATION
Vocational Training Common Core)

his program is level one of Vocational training and is known Common Core. It is designed to prepare students for entry to any of the trade families. It introduces students to skills at are common to all trades and gives them a chance to plore new areas of training to help them decide which trade ay be of interest to them.

hop and study lab procedures are set up to simulate job nditions, so punctuality and good work habits are essential. his college program is part of the TRaining ACcess (TRAC) ovincial training program, so students can transfer to and om other colleges and will receive provincial recognition for aining received here.

pportunities

tudents who are successful in completing this program will nd they are well prepared for further study in any of the mily of trades.

ntrance Requirements

or admission to this program, you must demonstrate a rade 10 level of training and be at least 18 years old with one ear of work experience; demonstrate a B.C. Grade 12 ompletion or equivalent (ABE Advanced Level or GED).

low to Apply

ou may apply at any time during the year at the Trades uilding in Abbotsford.

. Fee-paying Applicants

. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.)

. Fill out the application form that comes with the kit and attach the necessary documents:
high school transcript showing Grade 12 completion (ABE Advanced Level or GED acceptable).

lote:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and the necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come, first-served wait list of applicants.

4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.

5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for conformation from you to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants:

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name will be wait-listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Dates and Location

This program and other Vocational courses can be entered at any time during the year, providing there is space available. The shops and study labs are located at either the Portage Avenue location in Chilliwack, or at the Abbotsford Campus.

Fees and Other Expenses

The fees are $17.60 per week plus 8% for Student Society and activity fees. Fees are payable at least one quarter of a year at a time and are due at the beginning of January, April, July and October. The total fee is $247.10 per quarter. Fifty dollars of the first payment is not refundable.

Refunds will be based on the number of whole weeks remaining in a quarter after the date of completion or official withdrawal from the program. The completion date is determined by the TRAC office.

Note: Fees listed were applicable at time of printing but are subject to change.

Program Outline

This program is divided into many short-course units which include both written and practical skill. You must show that you understand the written part by successfully completing a test at the end of each unit and by demonstrating the tasks found in that unit.

You will be working on your own most of the time with the help of learning packages that will give step-by-step instructions. The learning materials may include printed worksheets, videotapes, display boards, lab manuals, instructions and/or demonstrations by a qualified instructor.

At regular stages you will be required to move to a shop or lab area to perform various tasks in order to develop your related practical skills. Practical hands-on training as a part of your total plan will increase as you progress through your program, and should amount to about two-thirds of your training time overall. As much as possible, study lab and shop instruction is patterned after 'on-the-job' situations, where a limited amount of direct supervision is required.

Some details of the teaching units are as follows:

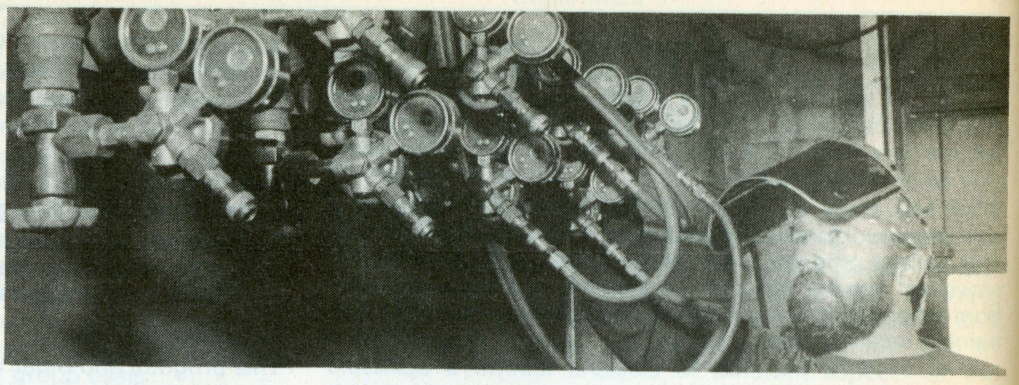
- use safe work practices
- sketch and read drawings
- process technical information
- use basic hand tools
- use basic power tools
- use materials
- describe business and industrial organizations

Faculty

Larry Brown — I.D. (UBC)

WELDING/FABRICATION





This program is now organized to accept both upgrading and entry-level students within the same class. Most of your training will be individualized and is based on a modular program.

Pre-employment Program

This program offers basic training for entry-level employment in a broad variety of welding, steel fabrication and related jobs. The curriculum covered is organized on the modular plan adopted by the Provincial Welding Code Committee. The particular modules taught in this course have been adopted as a result of priorities and recommendations of our local advisory committee.

Employment Opportunities

After successfully completing this program you should have a variety of employment opportunities in metal working industries: welder's helper, production welder, maintenance welder, welder-fitter, welder-fabricator, etc.

Entrance Requirements

For admission to this program, you must demonstrate a Grade 10 level of training and be at least 18 years old with one year of work experience; or demonstrate a B.C. Grade 12 completion or equivalent (ABE Advanced Level or GED).

How to Apply

Entry Level Students

You may apply at any time during the year at the Trades Building in Abbotsford.

A. Fee-paying Applicants

1. Read carefully the information in the college calendar or program information kit, and fill out an application form (available from Student Services.) If you wish to speak to the instructor, call Walter Bissky, 853-7441 local 343 to make an appointment.
2. Fill out the application form and attach the necessary documents:
   high school transcript showing Grade 12 completion. (ABE Advanced Level or GED acceptable).

Note:

Those who do not supply proof of their academic level are asked to appear at the TRAC office, any weekday (Monday to Friday) at 9 a.m., at which time a Math and Reading test will be given to establish that a Grade 10 level can be achieved.

You may apply to the program while you are completing your prerequisites if you provide a statement from your counsellor or high school principal indicating that you are in your last semester of studies and are likely to successfully complete them.

A medical statement from a qualified physician may be required at any time before or during the program. You will be notified by a college official if/when the statement is required.

3. Bring the application form and necessary documents with you to the TRAC office, Trades Building, Abbotsford, where it will be date-stamped to determine a first-come first-served wait list of applicants.
4. You will receive an acknowledgement from the TRAC office stating that your application has been received and that your name has been placed on the wait list.
5. When a seat is available, you will be notified by telephone of the registration procedures. If we can not contact you by telephone, we will send you a letter asking for confirmation that you want to remain on the wait list.

B. Canada Employment Centre (Manpower) — Sponsored Applicants

1. Contact your local Canada Employment Centre (CEC) and make an appointment to see a counsellor.
2. Should you qualify for CEC sponsorship, your name wil be wait listed there. The CEC office will notify you of the dates and times to begin class.
3. Once you have been authorized to attend it is important that you register at the Abbotsford TRAC Centre. This is done in the same manner as a fee-paying student.

Upgrading Students Only

You may apply at any time during the year.

1. Read the program information kit carefully (available from Student Services).
2. Contact the Vocational Department (phone 853-7441, local 343) to make an appointment for an interview with the instructor.
3. Fill out the application form and **bring it with you to the interview.**
4. After the interview, the instructor will forward your application to the Records and Registration office where it will be date-stamped to determine a first-come, first-served wait list of applicants.
5. Within two weeks you will receive an acknowledgement from the Records and Registration office stating that your application has been received and that your name has been placed on the wait list.
6. When a seat is available, you will be notified in writing of the registration procedure. If you do not contact the office within two weeks of receiving the letter, your name will be removed from the list and it will be necessary for you to re-apply.

ates and Location

his program and other TRAC courses can be entered at any ne during the year, providing there is space available. The op and study lab is located at our Abbotsford Campus.

ees and Other Expenses

he fees are $17.60 per week plus 8% for Student Society and ctivity fees. Fees are payable at least one quarter of a year at time and are due at the beginning of January, April, July nd October. The total fee is $247.10 per quarter. Fifty dollars the first payment is not refundable.

efunds will be based on the number of whole weeks maining in a quarter after the date of completion or official ithdrawal from the program. The completion date is etermined by the TRAC office.

ther approximate costs are:

Basic Handtools	$200
Required Textbooks	$150
Appropriate Working Apparel	$150
	$500

pgrading Students Only

ees are $30 per week or $6 per day (except MIG and TIG hich are $24 per day plus tuition fees).

dditional test material fees are:

Test	$50
Re-Test	$40
Evaluation Test	$10 per position

lote: Fees listed were applicable at time of printing but are ubject to change.

Program Outline

evels 'C', 'B', and 'A'

evel C

C-P-1 Introduction and Program Orientation
C-P-2 Oxyfuel Gas Cutting (OFC)
C-P-3 Gas Welding and Braze Welding
C-P-4 Shielded Metal Arc. Welding (SMAW #1)
C-P-5 Air Carbon Arc. Gouging (AAG)
C-P-6 Gas Metal Arc. Welding #1 (GMAW #1)
Flux Cored Arc. Welding #1 (FCAW #1)
C-RK-1 Material Handling
C-RK-2 Blue Print Reading #1
C-RK-3 Welding Metallurgy #1

evel 'B'

B-P-7 Shielded Metal Arc. Welding #2 (SMAW #2)
B-P-8 Gas Metal Arc. Welding #2 (GMAW #2)
B-P-9 Flux Cored Arc. Welding #2 (FCAW #2)
B-P-10 Gas Tungsten Arc. Welding #1 (GTAW #1)

B-RK-4 Welding Quality Control and Inspection Standards
B-RK-5 Welding Codes, Standards and Specifications
B-RK-6 Blue Print Reading #2
B-RK-7 Welding Metallurgy #2

evel 'A'

A-P-11 Shielded Metal Arc. Welding (SMAW #3)
A-P-12 Gas Tungsten Arc. Welding (GTAW #2)

A-RK-8 Welding Metallurgy #3
A-RK-9 Blue Print Reading #3

In addition to the above topics, you will be required to practise layout and fabrication by completing a series of fabrication exercises and projects. Most students should be able to complete the entry-level training, including the fabrication exercises and projects, in about seven months.

Welding Upgrading Program

The Welding/Fabrication program is now organized so that 'upgraders' have easier access to training at various times during the year. As spaces in class become available throughout the year, upgraders will have equal opportunity with pre-employment students to fill these spaces.

The purpose of the Upgrading program is to assist those currently or recently employed in welding jobs to improve their techniques or become proficient in additional processes. Instruction will be based on the new provincial modular system.

Faculty

Walter Bissky, P.W.P. #1 through #9









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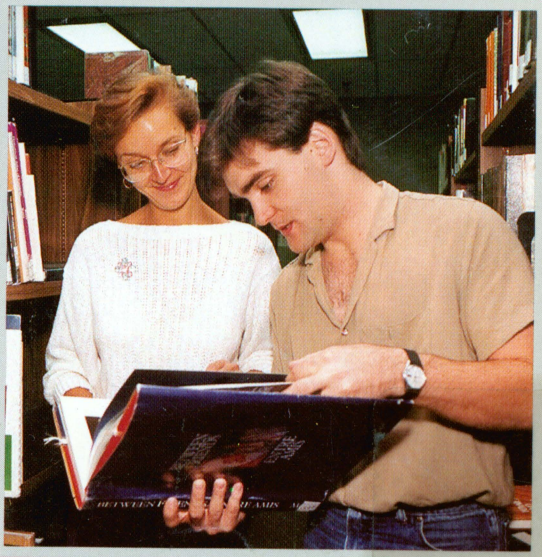

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