

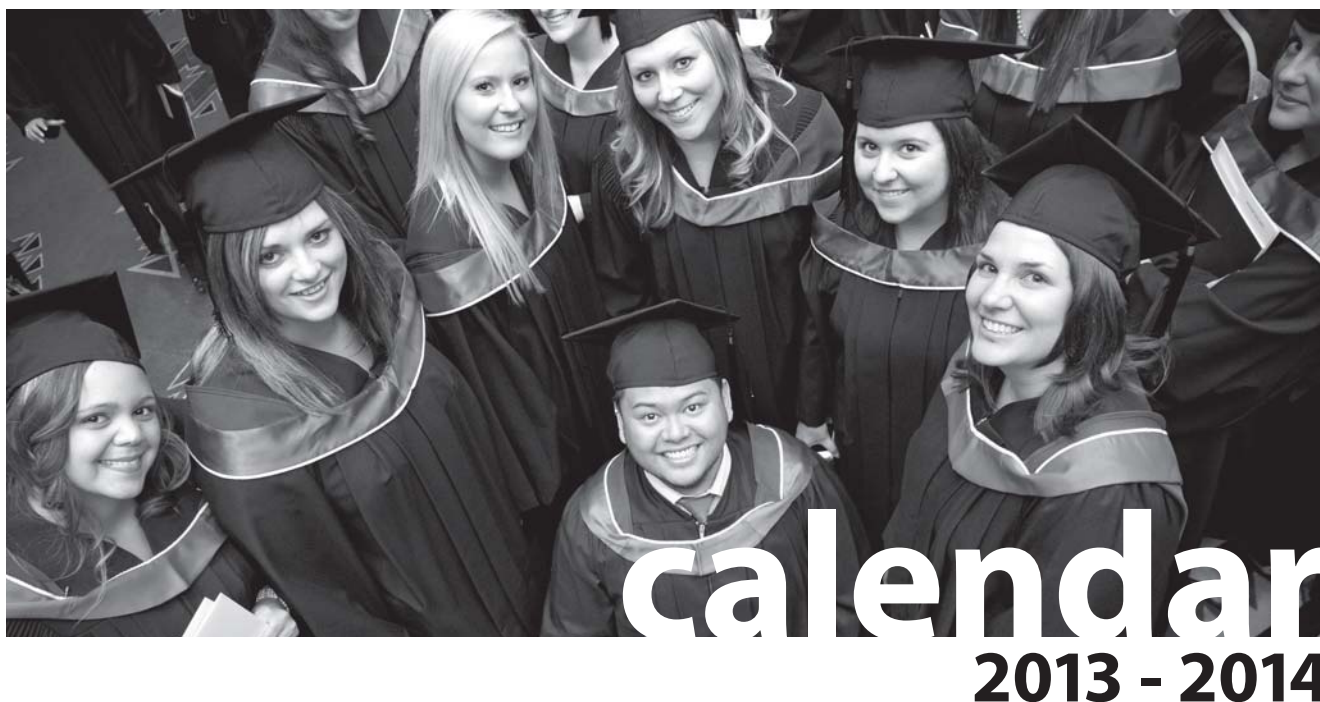


when you get here you understand™



## CREDIT PROGRAMS & COURSES GUIDE

2013 | 2014



## learning philosophy

Our commitment to learners and learning is at the heart of Red Deer College and this is reflected in our values of accountability, inclusiveness, exploration, excellence, integrity and community.

We believe in fostering intellectually rigorous, professionally relevant, and dynamic learning environments of inquiry, exploration, application and creativity. We ensure accessibility to multiple pathways of formal and informal learning through active engagement, facilitated learning processes, and scholarly excellence. We value learning because it empowers our learners to be highly productive in the work force and within our communities. We honour the intrinsic value of learning in supporting self development, growth and fulfillment in the individual learner. We promote positive lifelong learning habits and attitudes that embrace local, national, and global experiences, issues and perspectives.



# Contents

|  |    |                                       |    |   |            |
|--|----|---------------------------------------|----|---|------------|
| Table of Contents .....                  | 2  | -B.Sc. in Atmospheric Sciences/ ..... |    | -Management Certificate .....             | 82         |
| President's Message .....                | 3  | Environmental Earth Sciences .....    | 54 | -Medical Lab Assistant .....              | 102        |
| Academic Schedule 2013-2015 .....        | 4  | -B.Sc. in Biochemistry .....          | 55 | -Motion Picture Arts .....                | 104        |
| Admission .....                          | 8  | -B.Sc. in Biological Sciences .....   | 56 | -Music .....                              | 105        |
| Fees .....                               | 11 | -B.Sc. in Chemistry .....             | 57 | -Networking .....                         | 109        |
| Prior Learning Assessment .....          | 12 | -B.Sc. in Engineering .....           | 58 | -Network Systems Technology .....         | 110        |
| <b>Degree Completion Programs: .....</b> |    | -B.Sc. in Environmental &             |    | -Occupational Therapist & .....           |            |
| -Red Deer College Applied Degree in ..   |    | Conservation Sciences .....           | 59 | Physiotherapist Assistant .....           | 112        |
| Motion Picture Arts .....                | 15 | -B.Sc. Environmental Science or ..... |    | -Office Technology .....                  | 113        |
| -University of Calgary Bachelor          |    | Environmental Management ...          | 60 | -Open Studies .....                       | 114        |
| of Arts .....                            | 16 | -B.Sc. in Forestry .....              | 61 | -Pharmacy Technician .....                | 115        |
| -University of Calgary Bachelor of       |    | -B.Sc. in Forest Business             |    | -Practical Nurse .....                    | 117        |
| Social Work .....                        | 16 | Management .....                      | 62 | -Social Work .....                        | 118        |
| -University of Alberta Bachelor .....    |    | -B.Sc. in Human Ecology .....         | 63 | -Software Developer .....                 | 120        |
| of Education .....                       | 21 | -B.Sc. in Mathematics or Statistics   |    | -Teacher Skills Enhancement - .....       |            |
| -University of Alberta Bachelor          |    | or Math and Economics .....           | 64 | Carpentry .....                           | 122        |
| of Science in Nursing .....              | 22 | -B.Sc. in Nutrition and Food Science  | 65 | -Theatre & Entertainment Production ..    |            |
| -Athabasca University Bachelor           |    | -B.Sc. in Physics or Geophysics ..... | 66 | .....                                     | 123        |
| of General Studies .....                 | 21 | -B.Sc. in Physiology .....            | 67 | -Theatre Performance & Creation ...       | 124        |
| -Mount Royal University Bachelor .....   |    | -B.Sc. in Psychology .....            | 68 | -Transitional/Vocational Program ...      | 126        |
| of Business Administration .....         | 20 | -Pre-Professional - Chiropractic .... | 69 | -Unit Clerk .....                         | 127        |
|  |    | -Pre Professional - Dentistry .....   | 70 | -Virtual Assistant .....                  | 128        |
|  |    | -Pre Professional - Medicine .....    | 70 | -Visual Art .....                         | 129        |
|  |    | -Pre Professional - Optometry .....   | 71 |   |            |
|  |    | -Pre-Professional - Pharmacy .....    | 71 | <b>Career Development Programs .....</b>  |            |
|  |    | -Pre-Professional - Veterinary        |    | -Multimedia Web Developer .....           | 130        |
|  |    | Medicine .....                        | 72 | -Professional Bookkeeping Certificate     |            |
|  |    |                                       |    | Program .....                             | 130        |
|  |    |                                       |    | -Alberta Senior Citizens Housing .....    |            |
|  |    |                                       |    | Association .....                         | 131        |
|  |    |                                       |    | -Occupational Health & Safety .....       | 132        |
|  |    |                                       |    | -English as a Second Language .....       | 132        |
|  |    |                                       |    |   |            |
|  |    |                                       |    | <b>Other Training Opportunities .....</b> |            |
|  |    |                                       |    | -Aviation .....                           | 133        |
|  |    |                                       |    | -Continuing Education .....               | 134        |
|  |    |                                       |    | -Professional Accountant Designation ...  |            |
|  |    |                                       |    | .....                                     | 135        |
|  |    |                                       |    |   |            |
|  |    |                                       |    | <b>Course Descriptions: .....</b>         | <b>136</b> |
|  |    |                                       |    | College and University .....              | 137        |
|  |    |                                       |    | Career & Academic Preparation ....        | 205        |
|  |    |                                       |    | Adult Basic Education .....               | 208        |
|  |    |                                       |    | Series Visual Arts Summer School ..       | 209        |
|  |    |                                       |    | International Learning .....              |            |
|  |    |                                       |    | Opportunities .....                       | 212        |
|  |    |                                       |    |   |            |
|  |    |                                       |    | <b>Index .....</b>                        | <b>209</b> |

## 2013-2014 CALENDAR

The Web version is now the official Academic Calendar of Red Deer College. The Calendar and timetable set forth the intention of the College, at the time of publication, with respect to all matters contained therein. The College reserves the right, at any time, to make whatever changes are necessary, including the cancellation of particular courses, in order to serve the best interests of the College, or because of circumstances or occurrences beyond the College's control. The College expressly denies responsibility or liability to any person or persons who may suffer loss or who may be otherwise adversely affected by such.



**Joel Ward**  
President

At Red Deer College, we enable success in the real world by offering programs that our learners want and need. That's why we attract learners who are going places in their lives and careers. We've been doing this for 50 years.

We offer more than 75 different programs from skilled trades and certificate programs to diplomas and degrees. You can study on site at one of our exceptional campuses in Red Deer, or take advantage of our programs and courses offered online.

Whether your passion is in Business, Visual Arts, Trades and Technology, Education, Motion Picture Arts or anything in between, we have something for everyone!

The learners who study at RDC come from all walks of life. They are dynamic and unique, creative and genuine. No matter where they are in their lives or careers, they find their path to success at RDC. Our learners contribute to the

# welcome .....➔ to RDC

world around them because they care about it. And we invite our learners to get active in our community and explore opportunities to put learning into practice.

Learning at RDC is practical, relevant and quickly leads to good jobs and careers. You will find our instructors practical, caring, leaders in their disciplines, and demanding, ensuring the highest academic standards.

Our newest programs highlight our commitment to equip learners with in-demand skills. Through our new diploma and degree programs we offer unique blends of skill sets. These new programs prepare our students for careers in the Automation, Manufacturing, Electrical Engineering, Health Care and Finance.

We're proud that we attract people who receive the learning they need to get the jobs they want. The proof is in our results! Close to 94% of students who graduate from RDC are employed six to nine months after completing their program.

No matter what program you choose at RDC, we want you to succeed. That's why we offer a wide range of great scholarships and awards to help you pay for your quality education. Last year RDC proudly awarded 755 scholarships to our students, totaling over \$643,000.

The scholarships that we grant are based on academic achievement, financial need, leadership, community involvement, or a combination of those four things. And the great news is that you can apply for our scholarships online. We are committed to opening doors for our learners. We want to eliminate as many financial barriers as we can that would keep you from pursuing your educational dreams. Make sure that you check out our full list of awards at [www.rdc.ab.ca](http://www.rdc.ab.ca).

We have a strong academic focus, but we're not just about studying. People love life on campus because it has a great social scene, strong Athletics programs, creative Arts performances, student clubs and incredible services. RDC is a safe, inclusive campus where you'll fit right in!

I welcome you to become part of life at RDC. It's people like you who make our future so exciting. We're committed to do what we've done since our founding in 1964: put people first and offer incredible programs in exceptional spaces. Drop by for a tour. When you get here you'll understand what I mean!

At RDC we strive to provide an exceptional experience for our learners. I hope one of those learners will be you.

# Academic Schedule - 2013-2014

Some programs may have courses which begin earlier or later than the dates indicated below. Please refer to specific programs or course descriptions for further information.

Note: Apprenticeship programs do not follow the academic schedule other than stat holidays.

## July, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

- 1 - Canada Day. College Closed. Fiftieth College year begins.
- 3 - Last day to apply for supplemental exams for Spring.
- 10 - Supplemental exams for Spring written.

## August, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

- 1 - First day to apply for Spring Term 2014.
- 5 - Civic Holiday. College Closed.
- 9 - **Fees for Fall Term and Full year courses are due. Registration will be cancelled if fees are not paid.**

## September, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

- 2 - Labour Day. College Closed
- 3 - New Student Orientation
- 4 - First day of classes for Fall Term.
- 6 - Last day to apply for Fall 2013
- 11 - Last day to register or add/drop Fall or Full year courses.
- **Last day to have tuition refunded for Fall or Full year courses.**

## October, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

- 1 - First day to apply for Fall Term 2014
- Emergency Response Day
- 14 - Thanksgiving Day. College Closed.
- 24 - Mid term feedback date. Instructors give students formal feedback on their academic standing in Fall Term courses.

## November, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

- 8 - Final exam schedule posted
- 11 - Remembrance Day. College Closed
- 12 - College Open. No credit classes
- 13 - Classes resume
- Last day to withdraw from Fall Term courses and receive a WD.

## December, 2013

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

- 4 - Last day of classes for Fall Term courses.
- 9 - First day of final exams for Fall Term courses.
- 16 - Last day of final exams for Fall Term courses.
- 18 - Deferred exams written.
- 20 - Last day for submission of final grades for Fall Term courses.
- 23 - Final grades available.
- 24 - College closes at noon.
- 25-31 College closed.

## January, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

- 1 - New Year's Day. College Closed.
- 6 - First day of classes for Winter Term.
- Mid term feedback date. Instructors give students formal feedback on their academic standing in Full year courses.
- 8 - Last day to apply for Winter 2014
- 10 - **Last day to pay fees for Winter. Registration will be cancelled if fees are not paid.**
- 13 - Last day to register or add/drop Winter Term courses.
- **Last day to have tuition refunded for Winter Term courses.**
- Last day to withdraw from Full Year courses and receive a WD
- Last day to apply for supplemental exam.
- 16 - Supplemental exams written.



# Academic Schedule - 2013-2014

## February, 2014

| S  | M         | T         | W         | T         | F         | S  |
|----|-----------|-----------|-----------|-----------|-----------|----|
|    |           |           |           |           |           | 1  |
| 2  | 3         | 4         | 5         | 6         | 7         | 8  |
| 9  | 10        | 11        | 12        | 13        | 14        | 15 |
| 16 | <b>17</b> | <b>18</b> | <b>19</b> | <b>20</b> | <b>21</b> | 22 |
| 23 | <b>24</b> | 25        | 26        | 27        | 28        |    |

- 17 - Family Day. College Closed  
 18-21 Mid-Term Break  
 24 - Classes resume after mid-term break

## March, 2014

| S  | M         | T        | W         | T  | F         | S  |
|----|-----------|----------|-----------|----|-----------|----|
|    |           |          |           |    |           | 1  |
| 2  | <b>3</b>  | <b>4</b> | 5         | 6  | 7         | 8  |
| 9  | 10        | 11       | 12        | 13 | <b>14</b> | 15 |
| 16 | <b>17</b> | 18       | <b>19</b> | 20 | 21        | 22 |
| 23 | 24        | 25       | 26        | 27 | 28        | 29 |
| 30 | 31        |          |           |    |           |    |

- 3 - Mid term feedback date  
 Instructors give students formal feedback on their academic standing in Winter Term courses.  
 4 - Emergency Response Day.  
 14- Final exam schedule posted.  
 17- Continuing student registration begins.  
 19- Last day to withdraw from Winter Term courses and receive a WD.

## April, 2014

| S  | M         | T        | W         | T  | F         | S         |
|----|-----------|----------|-----------|----|-----------|-----------|
|    |           | <b>1</b> | 2         | 3  | 4         | 5         |
| 6  | 7         | 8        | <b>9</b>  | 10 | 11        | 12        |
| 13 | <b>14</b> | 15       | 16        | 17 | <b>18</b> | 19        |
| 20 | <b>21</b> | 22       | <b>23</b> | 24 | <b>25</b> | <b>26</b> |
| 27 | <b>28</b> | 29       | 30        |    |           |           |

- 1 - First day to apply for Winter 2015.  
 9 - Last day of classes for Full Year and Winter Term courses.  
 14- First day of final exams for Full Year and Winter Term courses.  
 18 - Good Friday. College Closed  
 21 - Last day of final exams for Full Year and Winter Term courses.  
 23 - Deferred exams written.  
 25 - Last day for submission of final grades for Winter Term courses.  
 28 - Final grades available.

## May, 2014

| S  | M         | T         | W        | T        | F  | S         |
|----|-----------|-----------|----------|----------|----|-----------|
|    |           |           |          | <b>1</b> | 2  | 3         |
| 4  | 5         | <b>6</b>  | <b>7</b> | 8        | 9  | <b>10</b> |
| 11 | 12        | 13        | 14       | 15       | 16 | 17        |
| 18 | <b>19</b> | <b>20</b> | 21       | 22       | 23 | 24        |
| 25 | 26        | 27        | 28       | 29       | 30 | 31        |

- 1 - Last day to apply for Spring Term 2014  
 - First day of classes for Spring Term.  
 - **Last day to pay fees for Spring Term. Registration will be cancelled if fees are not paid.**  
 - Last day to apply for Spring 2014  
 6 - Last day to register or add/drop courses for Spring Term.  
 - **Last day to have tuition refunded for Spring Term courses.**  
 7 - Last day to apply for Supplemental Examinations for Winter.  
 10- Supplemental exams for Winter Term written  
 19- Victoria Day. College Closed.  
 20- Final exam schedule posted.  
 - Mid term feedback date.  
 Instructors give students formal feedback on their academic standing in Spring Term courses.

## June, 2014

| S         | M         | T         | W  | T         | F         | S         |
|-----------|-----------|-----------|----|-----------|-----------|-----------|
| 1         | 2         | 3         | 4  | 5         | <b>6</b>  | 7         |
| 8         | 9         | 10        | 11 | 12        | 13        | 14        |
| 15        | 16        | <b>17</b> | 18 | 19        | <b>20</b> | 21        |
| 22        | 23        | <b>24</b> | 25 | <b>26</b> | <b>27</b> | <b>28</b> |
| <b>29</b> | <b>30</b> |           |    |           |           |           |

- 6 - Last day to withdraw from Spring Term courses and receive a WD.  
 - Convocation.  
 17 - Last day of classes for Spring Term courses.  
 20 - First day of final exams for Spring Term courses.  
 24 - Last day of final exams for Spring Term courses.  
 26 - Deferred exams written.  
 27 - Last day for submission of final grades for Spring Term courses.  
 28-29 Annual Power Shutdown  
 30 - Final grades available  
 - College Year ends.

## July, 2014

| S  | M  | T        | W        | T  | F        | S  |
|----|----|----------|----------|----|----------|----|
|    |    | <b>1</b> | 2        | 3  | <b>4</b> | 5  |
| 6  | 7  | 8        | <b>9</b> | 10 | 11       | 12 |
| 13 | 14 | 15       | 16       | 17 | 18       | 19 |
| 20 | 21 | 22       | 23       | 24 | 25       | 26 |
| 27 | 28 | 29       | 30       | 31 |          |    |

- 1 - Canada Day. College Closed.  
 Fifty First College year begins.  
 4 - Last day to apply for supplemental exams for Spring  
 9 - Supplemental exams for Spring written

## August, 2014

| S  | M        | T  | W  | T  | F        | S  |
|----|----------|----|----|----|----------|----|
|    |          |    |    |    | <b>1</b> | 2  |
| 3  | <b>4</b> | 5  | 6  | 7  | 8        | 9  |
| 10 | 11       | 12 | 13 | 14 | 15       | 16 |
| 17 | 18       | 19 | 20 | 21 | 22       | 23 |
| 24 | 25       | 26 | 27 | 28 | 29       | 30 |
| 31 |          |    |    |    |          |    |

- 1 - First day to apply for Spring Term 2015.  
 4 - Civic Holiday. College Closed.

# Academic Schedule - 2014-2015

Some programs may have courses which begin earlier or later than the dates indicated below. Please refer to specific programs or course descriptions for further information.

Note: Apprenticeship programs do not follow the academic schedule other than stat holidays.

## July, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

- 1 - Canada Day. College Closed. Fifty-first College year begins.
- 4 - Last day to apply for supplemental exams for Spring.
- 9 - Supplemental exams for Spring written.

## August, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

- 1 - First day to apply for Spring Term 2015.
- 4 - Civic Holiday. College Closed.
- 8 - **Fees for Fall Term and Full year courses are due. Registration will be cancelled if fees are not paid.**

## September, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

- 1 - Labour Day. College Closed
- 2 - New Student Orientation
- 3 - First day of classes for Fall Term.
- 5 - Last day to apply for Fall 2014
- 10 - Last day to register or add/drop Fall or Full year courses.
- **Last day to have tuition refunded for Fall or Full year courses.**

## October, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

- 1 - First day to apply for Fall Term 2015
- 7 - Emergency Response Day
- 13 - Thanksgiving Day. College Closed.
- 24 - Mid term feedback date. Instructors give students formal feedback on their academic standing in Fall Term courses.

## November, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

- 10 - Final exam schedule posted
- College Open. No credit classes
- 11 - Remembrance Day. College Closed
- 12 - Classes resume
- Last day to withdraw from Fall Term courses and receive a WD.

## December, 2014

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

- 3 - Last day of classes for Fall Term courses.
- 8 - First day of final exams for Fall Term courses.
- 13 - Last day of final exams for Fall Term courses.
- 16 - Deferred exams written.
- 19 - Last day for submission of final grades for Fall Term courses.
- 22 - Final grades available.
- 24 - College closes at noon
- 25-31 College closed.

## January, 2015

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

- 1 - New Year's Day. College Closed.
- 2 - College Open. No credit classes
- 5 - First day of classes for Winter Term.
- Mid term feedback date. Instructors give students formal feedback on their academic standing in Full year courses.
- 7 - Last day to apply for Winter 2015
- 9 - **Last day to pay fees for Winter. Registration will be cancelled if fees are not paid.**
- 12 - Last day to register or add/drop Winter Term courses.
- **Last day to have tuition refunded for Winter Term courses.**
- Last day to withdraw from Full Year courses and receive a WD
- Last day to apply for supplemental exam for Fall Term.
- 17 - Supplemental exams for Fall Term written.

# Academic Schedule - 2014-2015

## February, 2015

| S  | M         | T         | W         | T         | F         | S  |
|----|-----------|-----------|-----------|-----------|-----------|----|
| 1  | 2         | 3         | 4         | 5         | 6         | 7  |
| 8  | 9         | 10        | 11        | 12        | 13        | 14 |
| 15 | <b>16</b> | <b>17</b> | <b>18</b> | <b>19</b> | <b>20</b> | 21 |
| 22 | <b>23</b> | 24        | 25        | 26        | 27        | 28 |

- 16 - Family Day. College Closed  
 17-20 Mid-Term Break  
 23 - Classes resume after mid-term break

## March, 2015

| S  | M         | T        | W        | T         | F         | S  |
|----|-----------|----------|----------|-----------|-----------|----|
| 1  | 2         | <b>3</b> | <b>4</b> | 5         | 6         | 7  |
| 8  | 9         | 10       | 11       | 12        | <b>13</b> | 14 |
| 15 | <b>16</b> | 17       | 18       | <b>19</b> | 20        | 21 |
| 22 | 23        | 24       | 25       | 26        | 27        | 28 |
| 29 | 30        | 31       |          |           |           |    |

- 3 - Emergency Response Day.  
 4 - Mid term feedback date  
 Instructors give students formal feedback on their academic standing in Winter Term courses.  
 13- Final exam schedule posted.  
 16- Continuing student registration begins.  
 19- Last day to withdraw from Winter Term courses and receive a WD.

## April, 2015

| S  | M         | T         | W         | T         | F         | S  |
|----|-----------|-----------|-----------|-----------|-----------|----|
|    |           |           | <b>1</b>  | 2         | <b>3</b>  | 4  |
| 5  | 6         | 7         | 8         | 9         | <b>10</b> | 11 |
| 12 | 13        | 14        | <b>15</b> | 16        | 17        | 18 |
| 19 | 20        | <b>21</b> | 22        | <b>23</b> | 24        | 25 |
| 26 | <b>27</b> | 28        | <b>29</b> | 30        |           |    |

- 1 - First day to apply for Winter 2016.  
 3 - Good Friday. College Closed  
 10- Last day of classes for Full Year and Winter Term courses.  
 15 - First day of final exams for Full Year and Winter Term courses.  
 21 - Last day of final exams for Full Year and Winter Term courses.  
 23 - Deferred exams written.  
 27 - Last day for submission of final grades for Winter Term courses.  
 29 - Final grades available.

## May, 2015

| S  | M         | T        | W         | T  | F        | S        |
|----|-----------|----------|-----------|----|----------|----------|
|    |           |          |           |    | <b>1</b> | 2        |
| 3  | 4         | <b>5</b> | 6         | 7  | <b>8</b> | <b>9</b> |
| 10 | 11        | 12       | 13        | 14 | 15       | 16       |
| 17 | <b>18</b> | 19       | <b>20</b> | 21 | 22       | 23       |
| 24 | 25        | 26       | 27        | 28 | 29       | 30       |
| 31 |           |          |           |    |          |          |

- 1 - First day of classes for Spring Term.  
 - **Last day to pay fees for Spring Term. Registration will be cancelled if fees are not paid.**  
 5 - Last day to apply for Supplemental Examinations for Winter.  
 - Last day to apply for Spring Term 2015  
 8 - Last day to register or add/drop courses for Spring Term.  
 - **Last day to have tuition refunded for Spring Term courses.**  
 9 - Supplemental exams for Winter Term written  
 18- Victoria Day. College Closed.  
 20- Final exam schedule posted.  
 - Mid term feedback date.  
 Instructors give students formal feedback on their academic standing in Spring Term courses.

## June, 2015

| S         | M         | T         | W         | T  | F         | S         |
|-----------|-----------|-----------|-----------|----|-----------|-----------|
|           | 1         | 2         | 3         | 4  | <b>5</b>  | 6         |
| 7         | 8         | 9         | 10        | 11 | 12        | 13        |
| 14        | 15        | 16        | <b>17</b> | 18 | 19        | <b>20</b> |
| 21        | 22        | 23        | <b>24</b> | 25 | <b>26</b> | <b>27</b> |
| <b>28</b> | <b>29</b> | <b>30</b> |           |    |           |           |

- 5 - Last day to withdraw from Spring Term courses and receive a WD.  
 - Convocation.  
 17 - Last day of classes for Spring Term courses.  
 20 - First day of final exams for Spring Term courses.  
 24 - Last day of final exams for Spring Term courses.  
 26 - Deferred exams written.  
 27-28 Annual Power Shutdown  
 29 - Last day for submission of final grades for Spring Term courses.  
 30 - Final grades available  
 - College Year ends.

## July, 2015

| S  | M  | T  | W        | T  | F        | S  |
|----|----|----|----------|----|----------|----|
|    |    |    | <b>1</b> | 2  | <b>3</b> | 4  |
| 5  | 6  | 7  | <b>8</b> | 9  | 10       | 11 |
| 12 | 13 | 14 | 15       | 16 | 17       | 18 |
| 19 | 20 | 21 | 22       | 23 | 24       | 25 |
| 26 | 27 | 28 | 29       | 30 | 31       |    |

- 1 - Canada Day. College Closed.  
 Fifty-second College year begins.  
 3 - Last day to apply for supplemental exams for Spring  
 8 - Supplemental exams for Spring written

## August, 2015

| S  | M        | T        | W  | T  | F  | S  |
|----|----------|----------|----|----|----|----|
|    |          |          |    |    |    | 1  |
| 2  | <b>3</b> | <b>4</b> | 5  | 6  | 7  | 8  |
| 9  | 10       | 11       | 12 | 13 | 14 | 15 |
| 16 | 17       | 18       | 19 | 20 | 21 | 22 |
| 23 | 24       | 25       | 26 | 27 | 28 | 29 |
| 30 | 31       |          |    |    |    |    |

- 3 - Civic Holiday. College Closed.  
 4 - First day to apply for Spring Term 2016.



# Admission

## Information and Advice

Contact the Registrar's Office at 403-342-3400 for information or an appointment.

## Policy on Admission to Credit Programs

Each program has specific admission requirements. These are approved by Academic Council.

You should apply and complete your admission file at the earliest possible date. It is to your advantage to apply as early as possible since most programs can accommodate only a limited number of students and the College may stop accepting applications at any time.

**Note:** Bachelor of Science Nursing applicants will be offered admission on a competitive basis, based on GPA ranking.

## Admission Categories

You may apply as one of the following:

### Regular Student

You are able to meet the regular admission requirements for the program. (See the program section of this calendar.) The regular admission requirements may include:

- suitable courses, grades, and averages
- tests, auditions, portfolios, or other approved criteria.

### Mature Student

You must be 19 years of age or older. You must be out of school for at least one full year before the program starts. Admission under this category is not automatic. Check the specific admission requirements for the program you want to enter. (See the program section of this Calendar.)

Red Deer College Career and Academic Preparation courses and upgrading courses from other colleges are equivalent to Alberta high school diploma courses for admission purposes.

The Registrar will evaluate courses taken in other educational institutions for equivalence.

## Unclassified Student

You may take a maximum of two courses per term without presenting documents. Prerequisites for courses must be presented.

## Visiting Student

You must present approval from another accredited institution to take a course(s) at Red Deer College. Your home institution will determine admission requirements.

## College Advanced Placement

You must have successfully completed at least one 30-level course.

You must have a minimum final mark of 80% in any Grade 12 subject that is a prerequisite for the chosen College course.

You must have a letter from your high school principal indicating:

1. you are currently enrolled in high school
2. you are eligible for, or have had a successful background in, a gifted education program, and
3. you show social maturity, creativity, exceptional talent, and a commitment to finishing tasks.

## General Information About Admission

### Program Admission Requirements

The admission requirements for each college program are listed in the program sections of this Calendar.

Most college programs require computer skills, especially in the areas of word processing, spreadsheets, e-mail and web navigation.

## Alberta Grade 12 Course Groups

Admission requirements for specific programs will often refer to Alberta Grade 12 course groups. These groups are:

### Group A (Humanities)

1. ELA 30-1
2. Social Studies 30 (Etudes Social)
3. Language (other than English) at the 30 level
4. Additional Language (other than English) at the 30 level
5. Francais 30 or FLA 30

### Group B (Fine Arts)

1. Applied Graphic Arts 35
2. Art 30
3. Art 31
4. Communication Technology Advanced Level, Career and Technology Studies (CTS) (5 credits)
5. Dance 35
6. Drama 30
7. Music 30 (Choral, Instrumental or General) (5 credits)
8. Music 35
9. Musical Theatre 35
10. Performing Arts 35A, 35B, or 35C

### Group C (Sciences)

1. Biology 30
2. Chemistry 30
3. Mathematics 30 (Pure)
4. Mathematics 31
5. Physics 30
6. Science 30
7. Computer Science (CSE) Advanced Level, Career and Technology Studies (CTS) (5 credits)

### Group D (Optional Subjects)

One 5-credit subject at the 30 level, or two 3-credit subjects at the 30 level (Special Projects 30 excluded).

Math 30 (Applied)

OR

Five 1-credit CTS units

## Alberta Education Courses Used For Admission and Prerequisite

### Purposes

| Alberta Education Course Name | RDC CAP Course Name |
|-------------------------------|---------------------|
| Accounting 10/20              | Accounting 075      |
| Biology 10/20                 | Biology 075         |
| Biology 30                    | Biology 095         |
| Chemistry 10/20               | Chemistry 075       |
| Chemistry 30                  | Chemistry 095       |
| Computing 20                  | Computing 085       |
| ELA 10-1/ELA 20-2             | English 075         |
| ELA 30-1                      | English 095         |
| ELA 30-2                      | English 090         |
| French 10/20                  | French 101          |
| French 30                     | French 102          |
| Keyboarding 30                | No equivalent       |
| Math 10 C                     | Math 075            |
| Math 20-2                     | Math 085            |
| Math 20-1                     | Math 085            |
| Math 30-1                     | Math 096            |
| Math 31                       | Math 097            |
| Physics 10/20                 | Physics 075         |
| Physics 30                    | Physics 095         |
| Social Studies 13             | No equivalent       |

|                   |                    |
|-------------------|--------------------|
| Social Studies 23 | No equivalent      |
| Social Studies 30 | Social Studies 095 |
| Social Studies 33 | Social Studies 090 |
| Spanish 10/20     | Spanish 101        |
| Spanish 30        | Spanish 102        |

### CAP - Alberta Education Grade Comparison

NOTE: This grade comparison does not represent grade conversions made by Red Deer College instructors when grades are assigned. It is a statement of competence equivalency between Career and Academic Preparation Program and Alberta Education courses, and will be used for admission purposes only.

| Alberta Education % | CAP gpa | CAP               |
|---------------------|---------|-------------------|
| 100 - 90            | 4.00    | A, A <sup>+</sup> |
| 89                  | 3.95    |                   |
| 88                  | 3.90    |                   |
| 87                  | 3.85    |                   |
| 86                  | 3.80    |                   |
| 85                  | 3.75    |                   |
| 84                  | 3.70    | A-                |
| 83                  | 3.63    |                   |
| 82                  | 3.56    |                   |
| 81                  | 3.50    |                   |
| 80                  | 3.43    |                   |
| 79                  | 3.37    |                   |
| 78                  | 3.30    | B+                |
| 77                  | 3.23    |                   |
| 76                  | 3.15    |                   |
| 75                  | 3.08    |                   |
| 74                  | 3.00    | B                 |
| 73                  | 2.93    |                   |
| 72                  | 2.85    |                   |
| 71                  | 2.78    |                   |
| 70                  | 2.70    | B-                |
| 69                  | 2.60    |                   |
| 68                  | 2.50    |                   |
| 67                  | 2.40    |                   |
| 66                  | 2.30    | C+                |
| 65                  | 2.23    |                   |
| 64                  | 2.15    |                   |
| 63                  | 2.08    |                   |
| 62                  | 2.00    | C                 |
| 61                  | 1.93    |                   |
| 60                  | 1.85    |                   |
| 59                  | 1.78    |                   |
| 58                  | 1.70    | C-                |
| 57                  | 1.60    |                   |
| 56                  | 1.50    |                   |
| 55                  | 1.40    |                   |
| 54                  | 1.30    | D+                |
| 53                  | 1.23    |                   |
| 52                  | 1.15    |                   |
| 51                  | 1.08    |                   |
| 50                  | 1.00    | D                 |
| 0-49                | 0.00    | F                 |

### Credentials from Other Provinces and Countries

If you are from another province or country, you must have qualifications comparable to those of Alberta applicants. The Registrar's Office has information on specific requirements.

Effective for Fall 2009, BC and Yukon high school applicants must present final grades that include a provincial exam grade for English 12. Provincial exams for other courses are optional and if written, the final blended grade shall be used for admission purposes.

### Quotas and Enrolment Limits

Many Red Deer College programs and courses have limited enrollment, and fill quickly due to a high number of applications.

### How to Apply for Admission

#### When to Apply

Applications will be accepted according to the dates published in the Academic Schedule (see page 6).

#### All Applicants (Except Apprenticeship)

1. Submit a completed Application for Admission form to the Registrar's Office by mail, in person or electronically (<http://www.rdc.ab.ca>)
2. Submit a non-refundable application fee. The fee for Canadian Citizens and Permanent Residents is \$70.00. International Students pay \$140.00.
3. Submit official transcripts of all previous secondary and post-secondary education. Official transcripts must be sent directly from the issuing institution to the Registrar.

**Note:** All documents submitted become the property of the College. They will not be returned to you.

### English Language Proficiency

Applicants whose first language is not English must demonstrate English language proficiency for admission to credit programs by presenting evidence of one of the following:

- 1) Successful completion of three years of full-time education in English:
  - a) Secondary and post-secondary education completed within Canada including the grade 12 year

b) Education in another country where English is recognized as an official language of instruction

c) Education at a recognized school or institution which uses English as the primary language of instruction

2) Successful completion of the equivalent of three years of full-time instruction in a school or institution in Canada where primary or official language of instruction was not English, but where the level of English proficiency required for graduation is equivalent to that in English language secondary schools or post-secondary institutions in Canada

3) Completion of English Language Arts 30-1 or equivalent with a minimum grade of 60%.

4) Successful completion of:

a) TOEFL minimum score of 550 paper based, or 213 computer based, or 80(\*91) internet based

**OR**

b) IELTS minimum score of 6.5 (\*6.5) overall, with at least 5.5 (\*6.0) on each band score

**OR**

c) CAEL minimum score of 60 overall, with at least 60 on each band score

**OR**

d) MELAB minimum score of 77 (\*81) overall, with at least 72 (\*78) on each band score

**Note:** Applicants applying to the Career and Academic Preparation or English as a Second Language Program are not required to demonstrate English language proficiency at the levels noted for credit programs. Placement assessments are used for admission to these programs. Equivalent English Language Arts 30-1 courses are available through the Career and Academic Preparation program.

**Note:** Applicants must also meet all other program admission requirements including the English course and minimum grade required for the program.

**Note:** International applicants whose documents are not in English may be required to have an evaluation completed by IQAS (International Qualifications Assessment Service) at their own expense.

**Note:** Enrolment in English as a Second Language (ESL) course or programs will not be included in the calculation of three years of full time study. Enrolment must be in a regular high school or post-secondary credit program.

**\*Applicants to the Pharmacy Technician Program will be required to meet higher English language proficiency scores for TOEFL, IELTS and MELAB tests as noted above.**

For further information, contact  
Registrar's Office  
Phone: (403) 342-3400  
Toll Free: 1-888-732-4630  
Email: admissions@rdc.ab.ca

For entrance to a University transfer program

1. As above
2. A minimum grade of 60% in English 30
3. An average of 60% overall on subjects required for the particular program

If you are studying at Red Deer College under student visa, you must consult the calendar of the institution to which you intend to transfer regarding their policy on admitting international students.

#### **Readmission**

You must apply for readmission if

- you are accepted and do not attend, or
- you completely withdraw from a program, or
- you leave the College for one term or more (Spring/Summer excluded)

Current admission policy will apply in most cases.

#### **Admission to Another Program (for students currently enrolled at RDC)**

Apply at the Registrar's Office. Applications will be accepted according to the dates published in the Academic Schedule (see page 4).

#### **Application Processing**

##### **Response Letters to Applications**

- You will be advised by mail as to which documents are needed to complete your application.

##### **An offer of Conditional Admission is given if:**

- your application form shows that you have completed or are completing the program admission requirements.

Note: Acceptance may be cancelled if these documents are not received by stated deadlines.

#### **Wait Lists**

- If you qualify for admission after the program has filled, you will be placed on a wait list. You will be advised if space becomes available.
- If you are on a wait list when the program starts, you may stay on the wait list for admission to the next available term. All admission requirements and documents **MUST** be provided before you will be considered for the next available term.
- If the program for which you are waitlisted has been declared oversubscribed, you will be given an opportunity to indicate that you wish to be considered for the next intake.
- If admission requirements change for the program for which you are waitlisted, you must meet the new requirements by the document deadline for the term you are admitted to.

#### **Official Admission**

- Clear admission will be offered when all final documents have been received, showing you have met all program admission requirements.

#### **Deferring Your Acceptance for Admission**

- You can defer your acceptance once if you are unable to attend because of special circumstances.
- You must inform the Registrar's Office in writing if you wish to defer acceptance.

#### **Cancelling Your Program**

If, for any reason, you cannot attend the program to which you were admitted, please notify us of your intention to cancel your admission. To do so, you can email us at admissions@rdc.ab.ca or phone us (403)342-3400.

#### **Test and Interview Results**

- Test and interview results will be kept confidential according to College policy and the Freedom of Information and Protection of Privacy Act.
- You may ask the Registrar for results of tests given by the College for admission purposes.
- If you have been rejected on the basis of interviews, you can ask for the rationale for rejection from the program Chairperson.

#### **Choosing Another Program**

If you are not admitted into the program of your choice, you will be told the reason and offered assistance in choosing another program.

#### **Refusal of Admission**

The College reserves the right to refuse admission to any person.

#### **Appeal of an Admission Decision**

Contact the Registrar if you have concerns about an admission decision.

#### **Assessment**

To assist students in registering in courses for which they have adequate preparation, Red Deer College requires or suggests assessment in the following areas:

#### **Placement Testing**

Placement Testing is a requirement for all students wishing to enter the Career and Academic Preparation Program. Open Studies students needing or wishing to take High School equivalency courses may be required to arrange for placement testing prior to registration.

#### **Communications Course Placement**

Students will be required to take a College placement test before registering in a 200-level written communications course. (Students with 60% or greater in English 30 or ELA 30-1 will be exempted from this test). Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required 200-level course. Students should take the placement test early in the event preparatory work (COMM 150) is required.

#### **Mathematics Diagnostic Test**

First year university math is difficult for many students. Red Deer College offers the opportunity for students registering in the courses to complete a diagnostic test prior to the start of classes. Completion of the test will allow students to anticipate weak areas and receive assistance prior to and during classes.

**Apply Online!**

Visit the RDC website at  
[www.rdc.ab.ca](http://www.rdc.ab.ca)

# Fees

## Subject to change

Tuition and Student Association Fees are charged on the number of billing credits for the courses in which you are registered. Some courses are also assessed Material and Special Fees and are subject to change.

### Canadian Citizens and Permanent Residents 2013/2014

|  |              |
|--|--------------|
| Approved Tuition<br>(per billing credit) |              |
| All Programs                             | \$ 111.75/cr |
| SA Fee                                   | \$ 5.00/cr   |

### International Students 2013/2014

|                      |              |
|----------------------|--------------|
| (per billing credit) |              |
| Tuition              | \$ 326.75/cr |
| SA Fee               | \$ 5.00/cr   |

### Other Fees

|   |           |
|---|-----------|
| Application Fee   |           |
| - Canadian Resident   | \$ 70.00  |
| - International Students  | \$ 140.00 |
| Supplemental Exam   | \$ 50.00  |
| Returned Cheque Charge  | \$ 30.00  |
| Prior Learning Assessment<br>(per billing credit to a maximum of \$260.00)          | \$ 65.00  |
| Prior Learning Portfolio<br>(plus \$65 per billing credit to a maximum of \$260.00) | \$ 150.00 |

|   |           |
|---|-----------|
| Graduation Gown Rental  | \$ 25.00  |
| Diploma/Cert. Replacement   | \$ 55.00  |
| Advanced Placement  | \$ 55.00  |
| Courier Costs for Transcript Fees                                 | \$ 15.00  |
| Deferral or Late Charge   | \$ 35.00  |
| Late Fee/Re-registration Fee                                      | \$ 35.00  |
| Health Fee - Fall Term (12 months coverage, Sept - Aug)           | \$ 128.00 |
| Health Fee - Winter Term (8 months coverage, Jan - Aug)           | \$ 85.33  |
| Dental Fee - Fall Term (12 months coverage, Sept - Aug)           | \$ 128.00 |
| Dental Fee - Winter Term (8 months coverage, Jan-Aug)             | \$ 128.00 |
| Extension to Incomplete Grade                                     | \$ 50.00  |
| Challenge Exams<br>(per billing credit)                           | \$ 111.75 |
| Transfer Credit   | \$ 65.00  |
| T2202A Replacement Fee  | \$ 10.00  |
| iCard - Replacement   | \$ 20.00  |
| -Withdrawal   | \$ 25.00  |
| -Photo Replacement/Duplicate                                      | \$ 5.00   |
| -Printing/Photocopying  |           |
| - white bond  | \$ .10    |
| - color   | \$ .50    |
| Parking Replacement Cards   | \$ 10.00  |
| Activity & Wellness Fee/term                                      | \$ 22.00  |
| Facility, Service & Tech Fee                                      | \$ 9.00   |
| Program Cancellation Fee<br>(per course to a maximum of \$200.00) | \$ 50.00  |

To waive, add family or re-activate Student Health and Dental Plans, contact the Student Benefits Plan Office by September 13, 2013 4:00 pm (403-356-4982 or [www.mystudentplan.ca](http://www.mystudentplan.ca))

## How Can I Finance My Education?

The RDC Student Funding & Awards Office (Room 1101) is committed to helping you understand and access the sources of financial aid available to you.

### The following services are offered:

- Information on government student loans and policies
- Information on government grants
- Assistance in applying for funding
- Information on RDC awards and scholarships
- Information on various external sources for scholarships
- Information on money management



when you get here you understand

For more information | [www.rdc.ab.ca/funding\\_and\\_awards](http://www.rdc.ab.ca/funding_and_awards) | ph: 403.342.3254 | fax: 403.342.3262 | [financialaid@rdc.ab.ca](mailto:financialaid@rdc.ab.ca)

# Recognition of Prior Learning

Red Deer College recognizes prior learning of skills, knowledge or competencies that have been acquired through any or all of the following: work, formal, informal, and non-formal learning in the form of Recognition of Prior Learning (RPL). The Prior Learning Assessment and Recognition Policy identifies the criteria that governs eligibility for granting credit and/or advanced placement for prior learning and sets out the process for students to obtain recognition.

Students transferring to another post-secondary institution to obtain their final academic credentials should be aware that the receiving institution is not obliged to recognize credit granted through RPL at RDC. Students are strongly advised to check with the receiving institution regarding the transfer of credit. Students who are funded by Student Finance Board should note that credit granted via RPL might affect their status as a full-time student and attendant financial support.

Students registering for programs and courses commencing in September must file completed Recognition of Prior Learning applications before the Add/Drop date in the Fall term, for credit to be applied to that term, and to be eligible to "Drop" the appropriate course. A non-refundable RPL fee is charged for assessing out-of-province transcripts, prior learning, advanced placement and portfolios.

To qualify for an RDC program credential, students must complete at least 25% of the credit requirements for the credential through enrollment in RDC. To receive recognition of prior learning by RDC, the individual must have applied and/or have been admitted to a credit program at Red Deer College.

RPL may take one of the following forms:

1. **Transfer Credit** is applicable to students who are bringing programs and courses from other post-secondary and educational institutions at the post-secondary level. When students are granted transfer credit, this information appears on their transcript as "**TR**". Credit is granted but no grade assigned. If students are not eligible for transfer credit, they may elect to apply for Advanced Placement, a Course Challenge, or Prior Learning Assessment. Transfer credit is determined by assessing the equivalency of the course presented to an existing credit course. Red Deer College accepts grades of D and higher for transfer credit.
2. **Advanced Placement** recognizes learning that enables students to waive a prerequisite and register directly into a higher-level course, or acknowledges that the desired learning outcomes have been achieved in an equivalent course. Advanced Placement is applicable for students transferring courses across programs within Red Deer College. If a prerequisite or equivalent course is waived, no credit for the prerequisite or equivalent course is granted. If granted, "**AP**" will appear on the official transcript with no grade or course credit assigned.
3. **Challenge Exam** may allow students to obtain a grade when prior learning is recognized. Students applying for a challenge exam must supply the appropriate supporting documentation to the College, as determined by the assessors, outlining the learning experiences that qualify them to apply for the challenge. Upon approval of a challenge process, the student must pay the requisite nonrefundable challenge fee, and register in the Challenge section of the course. The Challenge **Letter Grade**, a grade of "**WD**" if the student applied to "Withdraw" from the Challenge, or a grade of "**F**", if the Challenge process is not completed within the timelines specified or was unsuccessful, will appear on the transcript. All challenge grades appear on the transcript with a comment indicating the grade was obtained via the Challenge process.
4. **Prior Learning Credit** granted through the Prior Learning Assessment and Recognition process recognizes formal, informal and non-formal learning. If credit is granted, "**PL**" appears on the transcript, and no grade is assigned.
5. **Home Schooling**  
Red Deer College recognizes that students learn and acquire knowledge in a variety of settings. A student who has completed a Home Education Program, authorized or approved by the Alberta Ministry of Education, may qualify for Red Deer College admission by successfully completing a Career and Academic Preparation Course Challenge Assessment, or Alberta Learning Departmental Exams. Applicants must meet the competence equivalencies for all the courses designated as prerequisite requirements for admission to a specific program.



**6. Career and Technical Studies Modules**

Career and Technical Studies modules may be considered for prior learning assessment purposes. Students need to formally apply for Recognition of Prior Learning and provide documentation from the high school of the specific modules completed to be eligible for prior learning assessments, or credit awards.

**7. Advanced Placement (AP) Program**

AP graduates may receive academic credit at RDC for their AP credential earned during high school. Only AP grades of 4 or 5 are accepted for transfer credit. An official AP transcript is required for assessment.

**8. International Baccalaureate (IB) Program**

IB graduates may receive up to 30 credits (five full course equivalents) at RDC for their IB credential earned during high school. IB grades of 5 or lower will not be accepted for transfer credit at RDC.

**9. Restrictions**

Each department is responsible for outlining any restrictions in student access to challenge and advanced standing. The restrictions require the approval of Academic Council. Please see course descriptions for restricted courses.

**Assessment of IB or AP Courses**

Depending on the form of assessment, a student may receive

- Transfer Credit - credit, but no grade is given for the course
- Advanced Placement - a prerequisite for a higher level course is waived, but students may be required to substitute another course to meet transfer or program graduation requirements
- Approval for Challenge Examination
- Students are advised to consult the online Transfer Alberta information regarding special notes  
<http://alis.alberta.ca/ps/ep/aas/ta/lbap.html>



# RDC Student for a Day Experience RDC

- Take a tour
- Attend a class or two
- Take in a play
- Talk to a consultant
- Meet the faculty
- Meet the coaches
- Cheer on a team
- Attend a concert
- Apply to a program



when you get here you understand

For more information | [www.rdc.ab.ca](http://www.rdc.ab.ca)  
[inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca) | 403.342.3148 | 1.866.342.3400



**10. Tech Prep - Articulation Agreement existing with the Central Alberta Technology Preparation Consortium include:**Secondary Courses

Community Health Modules 1040, 1050, 1080, 2050, 2070, 3020, 3040, 3050  
 Community Health 2120  
 Community Health 2070 (ASL 1)  
 Community Health - Health Science Modules (Advanced) and NAIT EMR Certificate  
 Community Health 3010-3030, 3070, 3100  
 Community Health - Health Science Modules (80% minimum mark)  
 Construction Technologies Modules  
 Electro-Technologies Modules  
 Fabrication Studies Modules  
 Fashion Studies Modules 1030-1060, 2020, 2030, 2050-2110, 3020-3060, 3090  
 Financial Management 2010, 2050, 3030, 3020, 3040  
 Financial Management 2010, 2050, 3010, 3020, 3040  
 Financial Management 1010-1030  
 Financial Management 2020-2050  
 Foods 2150  
 Information Processing 1010, 1030, 1040, 2050, 2070, 2080  
     Information Processing 3110, 3120 & CMPT 110 Projects  
 Information Processing 1010, 1030, 1040, 2040  
 Information Processing 3030  
 Information Processing 3040  
 Information Processing 2050  
 Information Processing 2040  
 Information Processing 2050-2080, 2120  
 Information Processing 3030  
 Information Processing 2170, 2160, 3150 - 3170 & CSYS 112 final exam and assignment  
 Tourism Studies 1010, 1020  
 Tourism Studies 1030 (Alberta Best or equivalent)  
 Work Experience (250 hours relevant experience)  
 Work Experience (250 hours relevant experience)  
  
 Work Site Learning (250 hours)  
 Industry-related placements only  
 Advanced credit relevant to student's major

Red Deer College Course Equivalents

ECD 211 & Course Audit  
 Grad requirement for some programs  
 Rehabilitation 351  
 Rehabilitation 205  
 Second year Social Work Option - 3 credits  
 Advanced progress in first two years of Nursing  
 Advanced Progress in first year apprenticeship  
 Advanced Progress in first year apprenticeship  
 Advanced Progress in first year apprenticeship  
 Drama 105  
 Hospitality 202 (non-accounting majors only)  
 Hospitality 202 (non-accounting majors only)  
 Office Administration 120  
 Office Administration 121  
 Hospitality 215  
 Hospitality 213  
 Computing 110  
 Hospitality 307  
 Law 125  
 Law 235  
 Law 126  
 Office Administration 110  
 Office Administration 100/101  
 Office Administration 111  
 Computer Systems Technology 112  
 Hospitality 301  
 Hospitality 233  
 Meets Social Work entrance requirement  
 Hospitality & Tourism Practicum - HOSP 209, 217, or  
 224 depending on student's major  
 One of:  
 Hospitality 209 (Marketing major)  
 Hospitality 224 (Accounting major)  
 Hospitality 217 (Food and Beverage major)

Students seeking advanced credit at the college level must be registered as Tech Prep students in high school, complete the high school courses identified by individual college programs, and focus their studies in the most relevant CTS strand to the college program that they are entering.

# DEGREE COMPLETION PROGRAMS

Red Deer College

## Bachelor of Applied Motion Picture Arts

### Contact Persons

Dr. Dale Wheeler  
Larry Reese  
Don Armstrong  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### The Program

The Applied Degree in Motion Picture Arts enables students who have completed two years of post-secondary theatre studies (or equivalent) to expand and apply their primary theatre training to the rapidly growing motion picture, television and multimedia industries. The two years of completed theatre studies is followed by a program year (3rd year) of intensive theory and hands-on instruction culminating in an advanced certificate in Performance or Production. Students may then choose to go on to the final (4th year) which is a credited mentored work experience the equivalent of two four-month terms or the opportunity to complete a substantial motion picture project. The program has two streams: the Production Stream and the Acting Stream.

### Related Careers

The motion picture industry is a major contributor to the North American economy and is at the forefront of the digital revolution. The producers of feature films, television series and commercials seek gifted storytellers, actors, artists and technicians with strong backgrounds in the dramatic arts. Existing theatre programs provide a solid foundation for advanced study in narrative motion picture acting and production. The MPA program provides students with the specific skills and experience they need to gain an advantage in this highly competitive industry.

Graduates of the Production Stream will apply their broad-based understanding of the nature of production to pursue multiple job tracks as their careers progress. Typically, graduates will begin employment at entry levels in various areas of the industry, including cinematography, camera operation, digital editing, production design, sound recording, production management, and special effects. Some graduates may choose to act as self-employed contractors in their own creative business ventures.

Acting Stream graduates will be prepared to audition for performance roles in feature films, movies of the week, series television, commercials, and voice-overs.

With experience and proven ability, graduates from both streams may also advance into entrepreneurial roles as directors, writers, and producers, supervising content creation in a wide variety of current and emerging media.

### Admission Requirements

1. You must have completed 2 years of a post-secondary Theatre Studies Program (or equivalent) with a minimum 2.00 GPA. Other related post-secondary credits and/or equivalent experience will be considered.

### AND

2. You must complete a successful audition and/or interview/ portfolio. Further guidelines regarding audition/interview expectations are available at [www.rdc.ab.ca/performing\\_arts](http://www.rdc.ab.ca/performing_arts).

### Program Content

#### Production Stream

##### Year 3

|         |                                     |
|---------|-------------------------------------|
| MPA 301 | Motion Picture Fundamentals I       |
| MPA 302 | Motion Picture Fundamentals II      |
| MPA 303 | Motion Picture Business/Career Path |
| MPA 304 | Screenwriting Techniques            |
| MPA 305 | Motion Picture Directing            |
| MPA 311 | Motion Picture Technology           |
| MPA 315 | Motion Picture Production I         |
| MPA 316 | Motion Picture Production II        |
| MPA 320 | Motion Picture Projects I           |
| MPA 321 | Motion Picture Projects II          |

##### Year 4

MPA 403 and MPA 404

#### Acting Stream

##### Year 3

|         |                                     |
|---------|-------------------------------------|
| MPA 301 | Motion Picture Fundamentals I       |
| MPA 302 | Motion Picture Fundamentals II      |
| MPA 303 | Motion Picture Business/Career Path |
| MPA 304 | Screenwriting Techniques            |
| MPA 305 | Motion Picture Directing            |
| MPA 312 | Audition Techniques                 |
| MPA 317 | Motion Picture Acting I             |
| MPA 318 | Motion Picture Acting II            |
| MPA 320 | Motion Picture Projects I           |
| MPA 321 | Motion Picture Projects II          |

##### Year 4

MPA 403 and MPA 404

**Program Cost Estimates - 2013/2014****Year 3**

|                              |                  |
|------------------------------|------------------|
| Tuition                      | \$ 3,799.00      |
| Student Association Fees     | \$ 170.00        |
| Fees                         | \$ 960.00        |
| Activity & Wellness Fee      | \$ 44.00         |
| Facility, Service & Tech Fee | \$ 306.00        |
| Books/Materials              | \$ <u>250.00</u> |
| Total                        | \$5,785.50       |

**Year 4**

|                              |                  |
|------------------------------|------------------|
| Tuition                      | \$ 2,235.00      |
| Student Association Fees     | \$ 100.00        |
| Fees                         | \$ 1,000.00      |
| Activity & Wellness Fee      | \$ 44.00         |
| Facility, Service & Tech Fee | \$ <u>180.00</u> |
| Total                        | \$3,815.00       |

Students may be eligible for a partial tuition refund depending on the nature of their 4th year practicum experience.

**Graduation Requirements**

You must pass all of the required Year 3 courses in the Production or Acting Stream and satisfactorily complete both 4th year work experience or production courses with a two year GPA of 2.00 to receive the Bachelor of Applied Motion Picture Arts.

**University of Calgary**

## Bachelor of Social Work

The University of Calgary, Faculty of Social Work, Learning Circle Route, offers an innovative variation of the Bachelor of Social Work degree at the Red Deer College campus. Students attend nine-hour modules on alternate weekends throughout the Fall and Winter terms (normally on Friday evenings and Saturdays). Students enter the program in September and the application deadline is April 1 for the following September.

For further information or to obtain the University of Calgary Faculty of Social Work directly at 1-888-492-2083 (toll free) or check the website at [www.fsw.ucalgary.ca](http://www.fsw.ucalgary.ca).

**University of Calgary**

## Bachelor of Arts

### English Major Psychology Major Sociology Major

**Chairperson**

Dr. Jane MacNeil

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

**The Program**

The University of Calgary/Red Deer College Bachelor of Arts Collaborative Degree is a 4 year program (40 half year courses) that can be completed entirely at the Red Deer College campus. English, Psychology, or Sociology Majors are available. An optional Minor in Anthropology, Communication Studies English, History, Philosophy, Political Science, Psychology, or Sociology may also be completed.

Students take the first 2 years in the Red Deer College B.A. university transfer program. (Students with transfer credit from other institutions can often use it towards Year 1 & 2.) They then apply to complete the 3<sup>rd</sup> and 4<sup>th</sup> years as a University of Calgary student at the Red Deer College campus.

Year 1 & 2 courses are Red Deer College university transferable courses taught by RDC Faculty. Year 3 & 4 courses are taught by a combination of University of Calgary and Red Deer College Faculty.

The B.A. degree awarded is the same degree granted to students who complete their course work at the University of Calgary. Graduation requirements are the same as those outlined in the University of Calgary Calendar. (See "Graduation Requirements" later in this section for program details.)

Students may maintain part-time status and can start their program with evening classes, but eventually must take day time classes to complete their degree.

**Related Careers**

The purpose of a university education in the arts is not just to train you for a specific job, but to help you develop general skills that can be put to use in many different work situations. The Conference Board of Canada has identified the following as critical skills required for Canada's workforce:

- \* Academic Skills (Communication, Thinking, Learning, Research)
- \* Personal Management Skills (Positive Attitudes/Behaviours, Responsibility, Adaptability)
- \* Teamwork Skills (Working with Others)

Bachelor of Arts students have exceptional opportunities to learn and hone these skills while also acquiring a background in their specific area(s) of interest.

English graduates may find employment in a variety of fields, such as researcher, speech writer, administrative assistant, public relations officer, publisher's agent, or advertising copy writer.

Sociology graduates may obtain employment in related areas such as social services, corrections, research, statistics, and government service.

Psychology graduates might obtain employment in related areas such as social services, counselling, law enforcement, human resources, life skills training, or government service.

Bachelor of Arts graduates may also go on to professional studies for example in fields such as law, business, education, etc.) or may continue to graduate studies for a Master's or Doctoral degree in their specific area of interest. Graduate work is required in order for a student to become a Chartered Psychologist or to become an instructor or researcher at the university level.

### Admission Requirements Application & Admission Requirements to Years 1 & 2 (Red Deer College)

Apply to the Red Deer College Bachelor of Arts university transfer program to complete Years 1 & 2 (i.e. the first 14-20 half course equivalents) of your 40 course degree. Admission requirements are listed under the Bachelor of Arts (university transfer program) section of the Red Deer College calendar.

If you do not have the high school courses you need to enter the RDC B.A. transfer program directly, RDC offers high school upgrading courses, which you can take before or during the start of your degree program. Consult an Academic Advisor or check the Open Studies or Career and Academic Preparatory program sections of the RDC Calendar for details.

You may already have credit towards Year 1 & 2 of your degree if you have taken a 2 year post-secondary diploma program or university transferable post secondary courses. Contact the B.A. Collaborative Degree Office to have your previous course work assessed before you register in further Red Deer College courses.

**Note:** A maximum of 20 half course equivalents (60 transfer credits) from Red Deer College and/or any institutions other than the University of Calgary may be transferred into this program. In order for a course to transfer, a minimum grade of "D" or better must have been achieved in the course. But no more than 6 credits "D" or "D+" grade are allowed in courses in the major field. A minimum grade of C- in any prerequisite courses.

If you will exceed the 20 half course equivalent transfer limit before the next Fall Year 3 U of C program intake, consult the B.A. Collaborative Degree Office about taking courses as a part-time U of C Open Studies student.

### Application to Year 3 (University of Calgary at RDC)

The University of Calgary accepts students into the collaborative program for the Fall term ONLY. Apply now at: [www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree). The application deadline is usually April 1; however, for early registration and better course selection, complete your application for Fall admission by

December. Refer to the site listed above for further details.

If you wish to take U of C courses prior to formal admission to the Bachelor of Arts Collaborative Program, consult the B.A. Collaborative Degree Office about becoming a part-time U of C Open Studies student.

### Admission Requirements to Year 3 (University of Calgary at Red Deer College)

For admission to Year 3 you will need:

1. **English & Sociology Majors:** ELA 30-1 or acceptable equivalent. (NOTE: Acceptable equivalent from RDC is ENGL 095).

or **Psychology Majors:**

ELA 30-1 and Math 30 (Pure) (or Math 31) or acceptable equivalents. (NOTE: Acceptable equivalents from RDC are ENGL 095, MATH 096 (or MATH 097).

2. A minimum of 14 half course equivalents (i.e. 42 transfer credits) of applicable university-level work already completed (normally by the end of the previous Winter term).
3. **English & Sociology Majors:** A minimum grade point average of 2.00 (on the 4.00 scale, approximately "C" average) over your most recent 10 half course equivalents (30 transfer credits) university-level work.

#### Psychology Majors

A minimum 2.5 (subject to change) the actual GPA required for acceptance may be higher. Check the Program Page [www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree) or the U of C Registrar's Office for details.

Although it is not required, it is *strongly recommended* that you have completed the following RDC courses or equivalents by the end of Year 2. Otherwise course sequencing may be affected and the remaining courses may have to be taken over a period longer than 2 years:

**English Majors:** RDC ENGL 219/220; ENGL 302\* (full year); ENGL 340\* (full year); Sr ENGL (6 credits)

**Psychology Majors:** RDC PSYC 260, PSYC 261 & PSYC 312\* [\*full year course]; Sr PSYC (12 credits) chosen from Foundation courses.

**Sociology Majors:** RDC SOCI 260, SOCI 261, SOCI 310, SOCI 312, SOCI 332 & SOCI 333; SR SOCI (6 credits).

**NOTE:** A maximum of 20 half course equivalents (60 transfer credits) from Red Deer College and/or any institutions *other than* the University of Calgary may be transferred into this program. In order for a course to transfer, a minimum grade of "D" or better must have been achieved in the course.

If you will exceed the 20 half course equivalent transfer limit before the next Fall Year 3 U of C program intake, consult the B.A. Collaborative Degree Office about taking courses as a U of C Open Studies student.

### Fees

You pay Red Deer College fees for Year 1 & 2 of this program. One full year of course work usually consists of ten 3 credit courses (30 credits).

Once you have been admitted to the University of Calgary B.A. Program Year 3 (at Red Deer College), you will pay all required fees to the University. Fees are charged per half course. The normal load for a full-time student is 5 half courses per term in Fall & Winter terms.

Check the Program Page ([www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree)) or each institution's fee schedule for updated fees.

### Academic Rules & Regulations

Once you have been admitted to the University of Calgary (at Red Deer College), you are subject to the U of C's academic deadlines, rules and regulations. The "U of C at RDC" Student Handbook on the Program Page ([www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree)) summarizes much of the important information. Details are available in the U of C Calendar.

## Graduation Requirements

Course requirements to graduate with each of the degrees are outlined in the current University of Calgary Calendar under "Faculty of Social Sciences" (for Psychology & Sociology Majors and History & Political Science Minors) or "Faculty of Humanities" (for English Majors & Minors & Philosophy Minors). A detailed degree worksheet can be obtained from the Program Website ([www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree)). Program planning assistance is available from the B.A. Collaborative Degree Office.

The following program outlines are designed to give an overview of the degree requirements and recommended course sequencing. These requirements are unofficial and subject to change. Please refer to the Academic Planning Guides at [http://www.rdc.ab.ca/academic\\_advising/guides.html](http://www.rdc.ab.ca/academic_advising/guides.html) or the U of C Collaborative Office [http://www.rdc.ab.ca/uofc\\_collab\\_degree/](http://www.rdc.ab.ca/uofc_collab_degree/) for the most up to date information regarding these programs. Do not base your course selections on the information contained here; this is for general information purposes only.

The University of Calgary (at Red Deer College) B.A. Collaborative Degree Program degree consists of a minimum of 40 half course equivalents as follows:

### ENGLISH MAJOR

Recommended sequence of courses 10 half course equivalents (HCE's) per year

#### Red Deer College Student

##### Year 1

- ENGL 219/ENGL 220 (6 credits)
- Language Requirement (6 credits)
- ENGL Options (6 credits)
- Non-ENGL Options (6 credits)
- Options (6 credits)
- \* If ENGL 210 or ENGL 219 & ENGL 220 taken instead of ENGL 200, take RDC ENGL 304 - A Survey of British Literature in Year 2 to meet the ENGL 200 requirement.

##### Year 2

- ENGL 302 (full year) - Intro to Contemporary Theoretical Practices
- ENGL 340 Lit in Engl Middle Ages to Present (3 credits)
- ENGL 300-level options (of your choice) (6 credits)
- 4 Non-ENGL Options (15 credits)

Apply to the U of C (at RDC) Year 3 program during 2<sup>nd</sup> year. Students must present ELA 30-1 for admission to the U of C (at RDC) ENGL program.

#### University of Calgary (at Red Deer College) Student

##### Year 3

- 2 HCE's ENGL 400-level
- 1 HCE 300 or 400-level ENGL in Postcolonial Studies
- 7 Options (21 credits)

##### Year 4

- 2 HCE's 400-level ENGL
- 2 HCE's 300 or 400-level ENGL in Canadian Literature
- 7 Options (21 credits)

##### Notes:

- Maximum 20 HCE ENGL in degree
- No more than 16 half-year courses above can be Junior (200-level).
- At least 1 of the ENGL above must be a "Canadian Literature" course (e.g. ENGL 371, 372, 471, 473, 509 and at least one ENGL must be a "Postcolonial Studies" course (e.g. ENGL 385, 391, 490, 491, 493, 515
- Maximum 8 HCE in the major from Red Deer College will transfer to the U of C.

### ENGLISH MAJOR - HONOURS

A B.A. Honours Degree in English can be completed at the Red Deer College campus. Program requirements are different than those listed above. See the B.A. Collaborative Degree Office for program details and degree worksheets.

### PSYCHOLOGY MAJOR

Recommended sequence of courses 10 half course equivalents (HCE's) per year.

#### Red Deer College Student

##### Year 1

- PSYC 260 & PSYC 261 - Basic Psychological Processes & Social & Individual Behaviour (6 credits)
- Science requirement (6 credits)
- Non-PSYC Options (18 credits)

##### Year 2

- PSYC 312 (full year) - Experimental Design & Quantitative Research Methods
  - Sr PSYC courses chosen from Foundations courses (12 credits)
  - Non-PSYC Options (12 credits)
- Note: Do not exceed 8 HCE PSYC courses while an RDC student.

Apply to the U of C (at RDC) Year 3 program during 2<sup>nd</sup> year. You MUST have ELA 30-1 or equivalent for admission to the U of C (at RDC) PSYC program. While MATH 30 (Pure) or MATH 31 or equivalent is required prior to taking PSYC 312, it is not an admission requirement.

#### University of Calgary (at Red Deer College) Student

##### Year 3

- PSYC 400-level (including 1 HCE with lab) (9 credits)
- PSYC 300-level Foundation course (or more to complete Foundation courses) (6 credits)
- Options (24 credits)

##### Year 4

- PSYC 400-level (including 1 HCE with lab) (9 credits)
- Options (21 credits)

##### Notes

- PSYC Foundations Courses: All students must take
  - PSYC 312 (as above)
  - PSYC 341 Social Psychology
  - PSYC 353 Developmental
  - PSYC 357 Adult Development & Aging
  - PSYC 369 Sensation & Perception or
  - PSYC 358 Cognition
  - PSYC 375 Brain & Behaviour
  - PSYC 383 Personality or PSYC 389 Abnormal Psychology
- Maximum 20 HCE PSYC in degree
- No more than 16 half-year courses above can be Junior (200-level).
- Maximum 8 half-course equivalents can be taken in the major while a RDC student.

### PSYCHOLOGY MAJOR - HONOURS

A B.A. Honours Degree in Psychology Program requirements are different than those listed above. See the B.A. Collaborative Degree Office for program details and degree worksheets.



**SOCIOLOGY MAJOR**

Recommended sequence of courses 10 half course equivalents (HCE's) per year

**Red Deer College Student****Year 1**

- SOCI 260 & SOCI 261 - Sociological Concepts & Perspectives & Canadian Society (6 credits)
- Science requirement (6 credits)
- SOCI Options (6 credits)
- Non-SOCI options (12 credits)

**Year 2**

- SOCI 312 & SOCI 310 - Intro to Social Methodology & Intro to Social Statistics (6 credits)
- SOCI 332 & SOCI 333 - The Development of Sociology I & II
- Sr SOCI (6 credits)
- Non-SOCI Options (96 credits)

Apply to the U of C (at RDC) Year 3 program during 2<sup>nd</sup> year. You MUST have ELA 30-1 or equivalent for admission to the U of C (at RDC) SOCI program.

**University of Calgary (at Red Deer College) Student****Year 3**

- SOCI 400-level (6 credits)
- SOCI 315 - Social Statistics II (6 credits)
- Options (18 credits)

**Year 4**

- SOCI 400-level (6 credits)
- Options (24 credits)

**Notes**

- Maximum 20 HCE SOCI in degree
- No more than 16 half-year courses above can be Junior (200-level)
- Maximum 8 half-course equivalents can be taken in the major while a RDC student.

**SOCIOLOGY MAJOR - HONOURS**

A B.A. Honours Degree in Sociology can be completed at the Red Deer College campus. Program requirements are different than those listed above. See the B.A. Collaborative Degree Office for program details and degree worksheets.

**MINOR FIELD**

A Minor Field of study is not required but may be completed in the following areas:

**ANTHROPOLOGY MINOR**

Include a minimum of at least five, and not more than six, full course equivalents in Anthropology, of which three or more must be at the senior level.

**COMMUNICATIONS STUDIES MINOR**

To complete a Communications Studies minor as a student in the Collaborative BA degree at the RDC campus, include at least 5 and not more than 6 full-course equivalents from the Field of Communications Studies, including:

- RDC courses COMM 271, 341, 369, 371, 375, and 381
- COMS 383 is required for the RDC/UC Collaborative minor and available online for Collaborative students through the U of C
- At least 1.5 full-course equivalents must also be taken from the following options offered at RDC: COMM 383, FILM 201, FILM 202, PHIL 201 and SOCI 344. BUS 303 must also be taken to fulfill this requirement, though it must be taken during the first two years while registered as an RDC student.

**ENGLISH MINOR**

Include 10-12 ENGL half course equivalents (HCE's) in your program including:

- ENGL 219/ENGL 220 (6 credits)
- ENGL 302 (full year) - Intro to Contemporary Theoretical Practices
- ENGL 340 (full year) - Literature in English-Middle Ages to Present

**HISTORY MINOR**

Include 10-12 HIST half course equivalents (HCE's) in your program including:

- Minimum 3 half year equivalent courses in a Concentration Area:
  - Canadian or European History
- Minimum 1 half course equivalent HIST 400-level \*
- At least 6 HCE's must be at the Senior level (300 or higher).

**PHILOSOPHY MINOR**

Include a minimum of at least five full-course equivalents, of which at least 6 HCE's must be at the senior level.

**POLITICAL SCIENCE MINOR**

Include 12 POLI half course equivalents (HCE's) in your program including at least 6 HCE's at the Senior level (300 or higher)

**PSYCHOLOGY MINOR**

Include 10-12 PSYC half course equivalents (HCE's) in your program including PSYC 260 and PSYC 312 and at least half at the Senior level (300 or higher).

**SOCIOLOGY MINOR**

Include 10-12 SOCI half course equivalents (HCE's) in your program including at least 6 HCE's at the Senior level (300 or higher).

**Course Offerings**

While enrolled in the University of Calgary B.A. Program at Red Deer College (years 3 and 4), you will take a combination of two types of courses: courses offered on campus directly by the University, and Red Deer College courses that have been specifically cross-listed as University of Calgary equivalents.

Each year there will be a selection of courses available, not only in English, Psychology, and Sociology, but also in other Humanities and Social Sciences disciplines: Anthropology, Classics, Communications, Economics, Film Studies, French, History, Philosophy, Political Science, and Spanish. A number of Science and Fine Arts courses are also cross-listed in Art, Astronomy, Biology, Computing Science, Drama, Geography, Music and Physiology.

For further information contact:

B.A. Collaborative Degree Office  
Phone: 403-357-3674; Fax: 403-342-3530  
U of C @ RDC website  
[www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree)  
Room 2506l  
Box 5005  
Red Deer AB (Canada)  
T4N 5H5

Dr. Jane MacNeil  
Department of Humanities and Social Sciences  
Phone: 403-342-3323  
E-mail: [jane.macneil@rdc.ab.ca](mailto:jane.macneil@rdc.ab.ca)  
RDC BA web site: [www.rdc.ab.ca/humss](http://www.rdc.ab.ca/humss)



Mount Royal University

# Bachelor of Business Administration

## Contact Person

Dr. Stephanie Powers  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1.888.732.4630

## The Program

Mount Royal University and Red Deer College have formed a partnership to make the Mount Royal University Bachelor of Business Administration Degree - General Management Major Program available at Red Deer College. While an Accounting major is not offered at this time, Accounting course options have been maximized. The third and fourth year of the degree is offered to RDC Business Administration (all majors) and Financial Services diploma holders.

The Mount Royal University (MRU) Bachelor of Business Administration is a four year degree consisting of 40 courses. Diploma holders will receive transfer credit for up to 20 courses, and normally complete 20 courses over two years of full-time degree studies. Part-time study is available. Application to the 3rd year of the degree program is made to Red Deer College and students attend all classes at Red Deer College. Upon completion of the program, students submit an application to graduate to Mount Royal University.

Students completing the Bachelor of Business Administration Degree at Red Deer College are governed by Red Deer College Academic Policies and Procedures regarding academic matters, non-academic misconduct and course related issues, including appeals. Students do not have access and may not utilize the appeal procedures of Mount Royal University.

## Admission Requirements

RDC Business Administration Diploma (all majors) or Financial Services Diploma.

## Program Requirements

The specific course requirements of the Bachelor of Business Administration (BBA) at RDC are based on the courses completed in the student's diploma and the course requirements for the degree. The total requirements for the MRU BBA include 40 courses: 17 required core business courses, 9 major courses, 12 general education courses and 2 electives. The current Business Administration and Financial Services Diplomas provide credit for 20 of the 40 courses required by the degree. Depending on the specific courses completed in older diplomas, students may receive credit for less than 20 courses. Individual advisement is needed to provide a customized plan for students to meet all the course requirements for the degree.

All 3rd and 4th year MRU degree courses must be completed at RDC and recognition will not be given to equivalent courses taken at other post-secondary institutions.

## Program Content

Over the 2 years of the program, (depending on each student's transfer credit), students must complete:

- 5 required Business Courses in Statistics, Global Business Environment, Operations Management, Business Plan Development, and Strategic Management
- 3 Business Options in Leadership, Change Management, and Corporate Social Responsibility. Students wishing to pursue an accounting designation can replace up to two of their business options with Personal and Corporate Income Tax and Advanced Financial Accounting.
- 12 General Education Courses
  - 4 Foundation level courses, one from each cluster
  - 4 Second Level courses, one from each cluster
  - 4 Third Level courses, from at least two clusters

\* Note on Mount Royal University General Education Requirements

Students in the BBA program are required to meet the general education requirements of Mount Royal University. General Education provides students with the opportunity to build their ability to think critically, develop their communication and mathematical skills, stimulate their capacities for creative, innovative thinking, and enrich their

knowledge of the wider social, cultural and natural worlds in which they live and work.

The General Education Program is organized around for thematic clusters with constitute groups of streams of courses:

### Numeracy and Scientific Literacy

These courses aim to develop an understanding of the nature and methods of subjects in the natural sciences, health sciences and computer science, as well as providing essential mathematical skills needed for study at the post-secondary level.

### Values, Beliefs and Identity

These courses provide the opportunity to critically explore the values, beliefs and ideas that shape human experience, including understandings and meaning expressed through art, music, literature, philosophy and critical thought. There is also opportunity to study the various media through which cultural expression takes place.

### Community and Society

Through these courses you will explore the complex intersection of interests and relations that constitute social life - from local community to the globalized network of societies. By studying the interlocking of material, moral, and political factors affecting society at all levels, you will acquire knowledge and skills that help you understand and act in the world in which you are a citizen.

### Communication

These courses focus on the development of an undergraduate level of proficiency in written and oral communication across a range of media. They will help you develop a capacity for critical reflection on various media and their uses. Opportunity for study in languages other than English will be available in this thematic cluster.

Students are reminded to seek advising from the MRU BBA Program Student Advisor for program direction and course selection. Failure to follow the individual student program outlined will result in failure to meet the degree graduation requirements.

## Continuation Requirements

Students must maintain a cumulative GPA of 2.0 to remain in the program.

## Graduation Requirements

In order to successfully complete the MRU BBA - General Management Major at RDC, the student must:

- complete a minimum of twenty (20) required courses at RDC as described in Program Content
- have a cumulative GPA of at least 2.0 over all courses required for graduation.

Upon completion of the program, students will submit an application to graduate to Mount Royal University. Upon confirmation of graduation, students may attend convocation ceremonies at MRU and receive their parchment, and/or attend graduation ceremonies at RDC. MRU and RDC each requires fees for attendance at convocation.

## University of Alberta

# Bachelor of Education

### Contact Person

Brad McDiarmid  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

The University of Alberta Bachelor of Education program, in collaboration with Red Deer College, offers two years of study for degree completion and teacher certification with a focus in middle years education. The program is available to students who have completed either the first two years of the BEd Elementary program or an approved degree.

During the program, you will prepare to teach children and young adolescents in the middle years of schooling (grades 4 through 9). You will study curriculum and teaching methods appropriate for this age group, classroom management, middle school philosophy and organization, adolescent psychology and learning, philosophy, policy and social issues relevant for middle school teachers.

Each year, forty (40) students are selected on a competitive basis for admission into

the program. As you progress through the program you will form lasting relationships and become part of a professional learning community. Because all students take the same sequence of courses over a two-year period, the program is designed specifically for full-time study. The program includes two practicum experiences. The first experience will be for five weeks during the Fall Term of the 3rd year (includes a one week observation period). You will be paired with another student and placed in a middle school in or near Red Deer. The second experience will be for nine weeks in the Winter Term of the final year. Placement will be in Red Deer and Central Alberta area schools in classes ranging from Grades 4 through 9.

## Application Process

Although all courses are taught on the campus of Red Deer College, application for this program **must** be made to the **University of Alberta**. Students may choose to use the University of Alberta's on-line application process or they can mail in completed application forms to the University of Alberta. Although the application deadline is March 1, **students are strongly advised to apply earlier**. Because there are more applicants to the program than there are places, enrollment management is in effect. Under enrollment management, an overall target of 40 new admissions is set for the program. A minimum AGPA for application is set each year; all admissions are competitive, and the actual admission AGPA may be higher.

## Athabasca University

# Bachelor of General Studies

### Contact Person

Gail Brunner  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## The Program

Red Deer College, in collaboration with Athabasca University, offers a three-year Bachelor of General Studies. The B.G.S. provides a framework of individualized

study within an Applied Studies or Arts and Science designation that gives you freedom to choose courses to meet career or educational goals. There is no residency requirement and the degree may be completed in three years of full-time study or pursued on a part-time basis taking courses offered by Red Deer College. All courses transferred to this degree program must be university-level credit as determined by Athabasca University. For further information refer to Athabasca University Calendar or make an appointment with an Academic Advisor.

University of Alberta

# Bachelor of Science in Nursing

## Chairperson

Maureen Matejka

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

## Related Careers

This program prepares you for first-level nursing positions in any health care agency. You will be skilled in problem solving, critical thinking, and clinical decision making, with a focus on promoting and maintaining good health and caring for the sick. A bachelor's degree is often required for nursing positions, and is usually preferred by employers. A degree also improves your chances for promotion.

## The Program

The Bachelor of Science in Nursing (BScN) program began at Red Deer College in September 1990 through a collaborative agreement between the College and the University of Alberta.

The program begins with admission to Red Deer College in Year 1 as a student in the University of Alberta Collaborative Baccalaureate Nursing Program with Red Deer College. For the first three years you are registered as a Red Deer College student. During Year 3 you apply for official admission to the University of Alberta for your fourth year. As long as you meet the criteria (see below), you continue at Red Deer College to complete your 4th year.

After completing year 4, you will convocate from the U of A with a BScN. As a graduate, you will be eligible to write the Canadian Registered Nurse Examination (C.R.N.E.) national examination. This is required for license to practice in Alberta as a registered nurse (RN).

## Transfer Features

### University of Alberta (at off-campus Red Deer College site)

You will apply to the University of Alberta for admission to Year 4 of the University of Alberta Collaborative Baccalaureate Nursing Program with Red Deer College as directed by the Nursing Department Staff. The University of Alberta will accept the completed first three years of the program as a block transfer. To be eligible to continue to fourth year, you must have completed all required 3rd year courses and have a minimum G.P.A. of 2.00. The U of A Faculty of Nursing also requires a satisfactory medical examination, up-to-date immunization including Hepatitis B, and a valid C.P.R. certificate at the Health Care Provider Level.

## Application Deadline

The GPA calculation for Conditional Admission will be calculated according to one of the following:

1. 25 high school credits from the following subjects: Biology 30, Chemistry 30 or Science 30, Math 30-1 or 30-2, ELA 30-1, and one 30-level subject from Group A, B, or C. If any of these courses are in progress at the transcript of submission deadline, the 20-level in the subject will be used.
2. 18 post-secondary credits including all credits from the most-recently completed term plus the best grades from the next most recent term.
3. Applicants with fewer than 18 post-secondary credits will have their GPA calculated using all post-secondary credits plus the credits from the most recent semester from high school using the best grade(s) from the following five subjects: Biology 30, Chemistry 30 or Science 30, Math 30-1 or 30-2, ELA 30-1 to reach 18 credits.

Transcript Deadline: on or before March 1st.

## Admission Requirements

### 1. Minimum average of 65% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30 or Science 30
- c. ELA 30-1
- d. Mathematics 30 (pure) or Mathematics 30-1 or 30-2
- e. Subject from Group A, B, or C (See "Alberta Grade 12 Course Groups," page 8.)

Note: The courses specified above will be used in the GPA calculation for conditional admission.

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum average of 65% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30 or Science 30
- c. ELA 30-1
- d. Mathematics 30 or Mathematics 30-1 or 30-2

## Additional Requirements

In order to proceed to the next clinical nursing course you must satisfy the following requirements by September 1 of your first year in the Nursing Program:

1. A specific schedule of immunization (forms provided by college).
2. Evidence of a valid C.P.R. certificate at the Health Care Provider Level. You must be recertified in each year of the program.
3. Evidence of a valid Standard First Aid certificate.

Note: While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. The current criminal record check process is under review by Alberta Health Services and may change during the academic year. You will be notified should these changes effect you.

## Program Content

A revised curriculum for the four year Collaborative program began in 1997. The method of instruction is Context Based Learning (CBL). Throughout the program, students work in small groups with a tutor to explore a series of learning packages based on situations of relevance to nursing. Content from nursing, physical sciences, medical science, social

sciences and humanities is introduced and integrated beginning with the first learning package in NURS 280. Nursing practice normally occurs in concentrated blocks of time in each term in a variety of settings including community and institutions in each year of the program. In addition, a 3 credit English course and two electives are part of the program.

### Course Sequence

#### A. For students commencing Nursing in or after September, 1997:

\* **Note 1:** Content to be integrated within scenarios in NURS CBL courses (e.g., NURS 280, NURS 284, NURS 380, NURS 384, NURS 390, NURS 394, etc.). In some cases, students will register in successive parts of the courses across terms. A final grade is given when the course is complete.

**Note 2:** Electives - electives are those courses which transfer to the University of Alberta; a grade of "C-" is required for credit transfer of electives.

**Note 3:** Any U of A transferable Political Science or Philosophy 3 credit course will be accepted instead of the Political Science or Philosophy courses listed in Year 3.

**Note 4:** Nursing 396: Students may receive credit for a 3 credit U of A transferable statistics course. In this case, they would register in Nursing 301 (Nursing Research) instead of Nursing 396.

#### Year 1

| Fall Term                                    | Winter Term                                  |
|--|--|
| NURS 280<br>(7 weeks)                        | NURS 284<br>(7 weeks)                        |
| NURS 281<br>(7 weeks)                        | NURS 285<br>(7 weeks)                        |
| *NURS 270<br>(Integrated Psyc I)             | *NURS 271<br>(Integrated Psyc II)            |
| *NURS 272 (part 1)<br>(Integrated Sociology) | NURS 272 (part 2)<br>NURS 273<br>(Integrated |
| NURS 215<br>(Anatomy)                        | Microbiology)                                |

#### Interession

English (3 credits)

#### Year 2

|   |                                |
|---|--------------------------------|
| NURS 380<br>(7 weeks)   | NURS 384<br>(7 weeks)          |
| NURS 381 (or 385)<br>(7 weeks)  | NURS 385 (or 381)<br>(7 weeks) |
| NURS 274 (part 1)<br>(Integrated Physiology)                              | NURS 274 (part 2)              |
| NURS 304 (part 1)<br>Using & Interpreting Statistics for Nursing Research | NURS 304 (part 2)              |

**Note:** To proceed to third year all courses listed in Year 1 and Year 2 must have been passed.

#### Interession

Elective (3 credits)

#### Year 3

|                                       |                                |
|---------------------------------------|--------------------------------|
| NURS 390<br>(7 weeks)                 | NURS 394<br>(7 weeks)          |
| NURS 391 (or 395)<br>(7 weeks)        | NURS 395 (or 391)<br>(7 weeks) |
| *PHIL 388                             | POLI 324                       |
| NURS 301 (part 1)<br>Nursing Research | NURS 301 (part 2)              |

#### Interession

Elective (3 credits)

**Note:** To proceed to fourth year, all third year courses including senior electives must have been passed.

#### Year 4

| Fall Term             | Winter Term            |
|-----------------------|------------------------|
| NURS 490<br>(7 weeks) | NURS 494<br>(4 weeks)  |
| NURS 491<br>(7 weeks) | NURS 495<br>(10 weeks) |

#### Program Cost Estimates - 2013/2014

|                     | Year 1      | Year 2     |
|---------------------|-------------|------------|
| Tuition             | \$ 4,358.25 | \$4,023.00 |
| S/A Fees            | \$ 195.00   | \$ 180.00  |
| Fees                | \$ 210.00   | \$ 190.00  |
| Activity & Wellness | \$ 44.00    | \$ 44.00   |
| FST Fee             | \$ 351.00   | \$ 324.00  |
| Books/Materials     | \$ 2,615.00 | \$1,686.00 |
| Total               | \$ 8,029.25 | \$6,703.00 |

|                     | Year 3      | Year 4 |
|---------------------|-------------|--------|
| Tuition             | \$ 4,023.00 | \$ TBA |
| S/A Fees            | \$ 180.00   | \$ TBA |
| Fees                | \$ 200.00   | \$ TBA |
| Activity & Wellness | \$ 44.00    | \$ TBA |
| FST Fee             | \$ 324.00   | \$ TBA |
| Books/Materials     | \$ 1,367.00 | \$ TBA |
| Total               | \$ 6,394.00 | \$ TBA |

### Prior Learning

Nursing courses from other programs will be evaluated on a case-by-case basis for prior learning. When challenge examinations are approved, you must do them in sequence, meeting the prerequisites for each course.

With approval BScN students have six years from the time of admission to complete requirements for the degree (U of A Calendar 2009/2010).

# UNIVERSITY TRANSFER PROGRAMS

- Bachelor of Arts
  - Anthropology
  - Communications
  - Economics
  - English
  - French or Spanish
  - History
  - Philosophy
  - Political Science
  - Psychology
  - Sociology
- Bachelor of Commerce
- Bachelor of Education
- Bachelor of Science & Bachelor of Education Combined Degree
- Bachelor of Fine Art
- Bachelor of Kinesiology & Sport Studies
- Bachelor of Science General
- Bachelor of Science in
  - Agriculture
  - Agricultural/Food Business Management
  - Atmospheric Sciences/Environmental Earth Science
  - Biochemistry
  - Biological Sciences
  - Chemistry
  - Computing Science
  - Engineering
  - Environmental & Conservation Sciences
  - Environmental Science or Environmental Management
  - Forestry
  - Forest Business Management
  - General
  - Human Ecology
  - Mathematics or Statistics or Math and Economics
  - Nutrition & Food Sciences
  - Physics or Geophysics
  - Physiology
  - Psychology
  - Pre-Professional Programs
    - Chiropractic
    - Dentistry
    - Medicine
    - Optometry
    - Pharmacy
    - Veterinary Medicine

## Program Information

This section includes general information on transfer programs available at RDC. For more details about course selection, program requirements, and admission and transfer information, please refer to the Academic Advising Planning Guides available through the Academic Advising webpage (address below).

If you are planning to transfer to programs at institutions others than those with whom RDC has identified transfer agreements, you should contact the transfer institution as early as possible regarding course planning.

NOTE: This information is current at the time of publishing and may change as the universities revise their programs.

## Admission Requirements

Admission to a Red Deer College university transfer program does not ensure future admission to a university. Please refer to university calendars or RDC academic advisors for more information.

If you are studying at Red Deer College under student visa, or if you have not always lived within the province of Alberta, you must consult the calendar of the institution to which you intend to transfer regarding their policy on admitting international and out-of-province students. This may vary between institutions.

## Course Transfer

Transfer credit agreements between RDC and the Alberta universities are maintained by the Alberta Council on Admission and Transfer (ACAT). For specific course and program transfer information, please visit the ACAT website at [www.transferralberta.ca](http://www.transferralberta.ca) Questions regarding transfer can be directed to The Alberta Council on Admissions and Transfer at 11th floor Commerce Place, 10155 - 102 St., Edmonton AB T5J 4L5.

NOTE: Transfer credit awarded for RDC courses and programs will vary according to the university to which you intend to transfer.

## Academic Advising

***Academic Advisors provide students with information and resources that enable them to make informed decisions relevant to their education.***

These resources include the RDC Calendar, the Academic Planning Guide for your program and transfer university the Alberta Transfer Guide and the calendar and contact information for your intended university.

They will assist you in interpreting information from these resources or refer you to your intended university if appropriate.

Please be aware that you are responsible for ensuring that your registration is complete and appropriate and that your course choices comply with the program to which you have been admitted at RDC and/or to the university to which you intend to transfer.

Any changes you make to your courses, your major or your transfer destination may adversely affect your transferable credit, your admission to university or your eligibility to graduate from Red Deer College.

For the most current university program and transfer information, please click see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

If you have questions regarding university admission, program requirements, course selection or transfer, please contact an academic advisor:

Phone: 403.342.3400  
Email: [advisors@rdc.ab.ca](mailto:advisors@rdc.ab.ca)  
Web: [www.rdc.ab.ca/academic\\_advising/](http://www.rdc.ab.ca/academic_advising/)



# Bachelor of Arts

## Chairperson

Dr. Jane MacNeil  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts\*
2. Bachelor of Arts (Honours)

## Four-Year Degree Completion

\* Years three and four of a University of Calgary Bachelor of Arts degree can be completed at Red Deer College. Majors in English, Psychology and Sociology are available (with optional Minors in English, History, Political Science, Psychology, and Sociology).

See the program website: [www.rdc.ab.ca/uofc\\_collab\\_degree](http://www.rdc.ab.ca/uofc_collab_degree) or the Calendar section entitled "Degree Completion Programs: University of Calgary Bachelor of Arts".

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

|                         |                                 |
|-------------------------|---------------------------------|
| Advertising             | Government and Civil Service    |
| Banking & Finance       | Research                        |
| Investment Dealing      | Retail Sales                    |
| Administration          | Law Enforcement and Corrections |
| Counselling             | Industrial Relations            |
| Public Relations        | Management                      |
| Radio and Television    | Real Estate                     |
| Recreation              | Journalism                      |
| Insurance               | Urban Planning                  |
| Publications & Printing | Languages and Linguistics       |
| Armed Forces            | Writing                         |
| Consulting              | Social Services                 |

Bachelor of Arts graduates may also go on to professional studies in fields such as law, business, education, etc., or may continue to graduate studies (for a Master's or Doctoral program) in their specific area of interest.

Liberal Arts graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

The objective in all programs is to provide you with the basis of a liberal arts education which will allow you to transfer to universities offering a Bachelor of Arts degree program.

In most cases, you will major in one of the subjects listed below. By declaring a major, you are simply stating your intent to pursue a comprehensive study of that subject area. Some university programs require you to declare a minor, which represents a second subject you will study in some depth as well.

## Majors

You are required to complete a major in the Bachelor of Arts degree. A major includes a certain number of courses taken in one field of study. Generally, about half of the courses taken in a four year degree will be chosen from the major field. This number will vary according to your choice of major and the university you attend.

Majors available at RDC are Anthropology, Communications, Economics, English, French, History, Philosophy, Political Science, Psychology, Sociology and Spanish.

See detailed information on the following pages for specific requirements for individual majors.

## Honours

Honours programs are designed to prepare students particularly well for advanced study at the Master's or Doctoral level in the major field of interest. High standards of performance are required in Honours programs. Most universities offer Honours programs in the same fields as the Majors listed above. You should consult with an Academic Advisor for details.

## Transfer Features

You may transfer up to 60 credits (20 three credit courses) taken at Red Deer College to the university of your choice. This normally represents the first two years of a four year program. The courses you select must meet the program requirements of that specific university.

Note: Admission to university is competitive and based on academic achievement. Consult with an Academic Advisor for details.

## Course Load: Full-time or Part-time Study

The Bachelor of Arts program is open to full-time students and part-time students. A full-time student will take at least 3 courses per term (minimum 9 credits), with 5 (15 credits) being the normal full load. Extra courses represent special burdens and may result in poor academic performance. A student will be permitted to take more than 5 courses in a term only under exceptional circumstances and with the approval of an Academic Advisor. Part-time students take 1 or 2 courses per term.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. 4 courses from Groups A, B, or C (Social Studies 30 and a 30-level Language other than English highly recommended), with no more than one course from Group B  
(See "Alberta Grade 12 Course Groups," page 8)



**Note:** Some Universities require Pure Math 30 for admission or as a prerequisite for required courses. Transfer students are responsible for learning the specific admission, progression, and prerequisite requirements of their programs.

OR

## 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- ELA 30-1
- Subject from Group A, B, or C (See "Alberta Grade 12 Course Groups," page 8)

OR

## 3. Successful completion of one year of a diploma program and Chairperson approval.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Students should be aware of the following:

- whether or not Math 30-1 is required for admission or as a prerequisite varies depending on transfer destination
- students without Math 30-1 may limit their eligibility to some major or institutions
- this recommendation applies only to Bachelor of Arts majors available at RDC and Math 30-1 specifically. For other 30-level admission or prerequisite requirements, or for admission to other degrees, please refer to the appropriate university calendar.

## Deficiencies in High School Course Requirements

If you are eligible for admission but need high school equivalency courses, see an Academic Advisor.

## Program Content

The following information provides basic program content but does not include specific details regarding requirements. This information is current at the time of publication but may change as the universities change their requirements.

If you wish to check exact degree requirements and transfer equivalents, see the university calendars and the [Alberta Transfer Guide](http://www.transferalberta.ca) (<http://www.transferalberta.ca>). The Registrar's Office has reference copies.

## Course Selection

Universities normally place restrictions on the type of courses accepted for the B.A. degree. These restrictions may take the form of required core subjects, or discipline areas and limits on the number of first-year courses that you can take. In selecting courses, you must make sure they meet both the admission and the program requirements of the transfer university.

## University of Alberta Bachelor of Arts Program Requirements:

See Academic Advising Planning Guides for more specific program details: [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). For U of A credit weights, check the Alberta Transfer Guide (<http://www.transferalberta.ca>).

U of A will accept for credit those courses and programs listed in the Alberta Transfer Guide to the extent that they are relevant and applicable to the degree to which the student is admitted. (Alberta Transfer Guide, 2010-2011, page 37).

## Program Requirements

- Basic Requirements (36 credits)
- A major subject of concentration
- A minor subject of concentration or two major subjects of concentration.

Students who declare a double major are not permitted to declare a minor.

### Basic Requirements

- Junior English  
ENGL 219 and ENGL 220
- Language  
6 credits of a language other than English
- The Study of Science (6 credits)  
Select 6 credits of transferable coursework from ASTR, BIOC, BIOL, BOT, CHEM, CMPT, (not CMPT 261) GENE, GEOG (only GEOG 230 and/or GEOG 231), MICRO, MATH, PHYS, PSYC (only PSYC 260, PSYC 312\*, PSYC 368, PSYC 369, PSYC 375, and/or PSYC 377) STAT\*, ZOOL

### • Breadth and Diversity (18 credits)

To acquaint students with and offer them a basic awareness of the variety of disciplines practiced throughout the Faculty of Arts, students must complete 6 credits from each of the following groups:

#### Group 1 Creative Process in the Arts

Select six credits of transferable coursework from ART, DRAM, or MUSI (not MUSI 210)

#### Group 2 Cultures and Cultural Products

Select six credits of transferable coursework from ENGL, FILM, HIST, CLAS, or PHIL

#### Group 3 Social Systems and Interactions

Select six credits of transferable coursework from:

ANTH, GEOG (only those courses designated as Arts courses: GEOG 250 and/or GEOG 251), ECON, POLI, PSYC (only those courses designated as Arts courses: PSYC 261, PSYC 312\*, PSYC 341, PSYC 347, PSYC 353, PSYC 358, PSYC 389, or SOCI).

### • Options (24 credits)

Select 24 credits of transferable coursework from ARTS, SCIENCE, or OTHER with an overall maximum of 18 credits from the OTHER category. (Refer to the University of Alberta Calendar for further details).

## Arts

Anthropology (ANTH), Art (ART), Classics (CLAS), Drama (DRAM), Economics (ECON), English (ENGL), Film Studies (FILM), French (FREN), Geography (GEOG) (only GEOG 250, GEOG 251), History (HIST), Music (MUSI, MUSE), Philosophy (PHIL), Political Science (POLI), Psychology (PSYC) (only courses transferring as Faculty of Arts courses), Sociology (SOCI), Spanish (SPAN)

## Science

Astronomy (ASTR), Biochemistry (BIOC), Biology (BIOL), Botany (BOT), Chemistry (CHEM), Computing Science (CMPT) (not CMPT 261), Geography (GEOG) (only GEOG 230 and GEOG 231), Genetics (GENE), Mathematics (MATH), Microbiology (MICR), Physics (PHYS), Psychology (PSYC) (only courses transferring as Faculty of Science courses), Statistics (STAT), Zoology (ZOOL)

**Other**

Accounting (ACCT), Business (BUS, BADM), Communications (COMM), Dance (KDNC), Education (EDCM, EDFN, EDCF, EDIT, EDUC), Engineering (ENCP, ENGG, ENPH), Family Studies (FAM), Geography (GEOG) (only GEOG 318, GEOG 381, GEOG 393), Kinesiology (KNSS, KPED, KPAC, PSIO), Disability & Community Studies (DACS),

**Junior Courses**

No more than 48 U of A credits at the 200 Level are permitted in your program.

**University of Calgary  
Bachelor of Arts Core Program  
Requirements**

See Academic Advising Planning Guides for more specific program details: [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). For U of A Credit weights, check the Alberta Transfer Guide (<http://www.transferralberta.ca>).

**Major Field:** 42-60 credits required in the major field.

**Optional Minor:** requires completion of between 30-36 credits in a particular field of study.

**Domain of Science:** 6 credits are required from the Faculty of Science. RDC Science courses that fulfill the U of C Science requirement: Astronomy (ASTR 205); Biochemistry (BIOC 393); Biology (BIOL 201, 217, 218, 301, 317, 318); Chemistry (CHEM 211, 212; one of CHEM 351, 352); Computing Science (CMPT 201, 261); Genetics (GENE 370, 375); Mathematics (MATH 221, 204; one of MATH 202, 203); Microbiology (MICR 365); Physics (PHYS 205, 226, 241, 247); Statistics (STAT 251\*); Zoology (ZOOL 325, 342)

\*Economics, Psychology, Sociology Majors should not take any statistics courses as options.

Options: All students in the Faculty of Arts are encouraged, but not required, to complete at least 15 credits from across the fields of study within the Faculty of Arts.

Complete details are available from Academic Advising.

Refer to the University of Calgary Calendar for further details.

**University of Lethbridge  
Bachelor of Arts Program  
Requirements**

See Academic Advising Planning Guides for more specific program details: [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). For U of A Credit weights, check the Alberta Transfer Guide (<http://www.transferralberta.ca>).

**Majors available:** Anthropology, Economics, English, French, French/Spanish, Geography, History, Philosophy, Political Science, Psychology, Sociology.

Art, Dramatic Arts, Agricultural Studies, Archaeology & Geography, Canadian Studies, General Humanities, General Social Science, Urban & Regional studies.

**General Liberal Education Requirement (GLER)**

The General Liberal Education Requirement (GLER) is a 12-course requirement for all University of Lethbridge undergraduate students. You should complete these requirements by the end of your second year.

You must complete 12 transferable credits from each of the following three areas:

- Humanities and Fine Arts
- Social Sciences
- Science

**Humanities and Fine Arts:**

All transferable courses in the following subjects are classified as Fine Arts and Humanities (excluding those courses listed as Sciences): ART, DRAM, ENGL, FREN, HIST, MUSI (not MUSE or MUSI 210), PHIL, SPAN

The following courses are also classified as Fine Arts and Humanities: ANTH 308, CLAS 209, COMM 271, FILM 201, FILM 202, INTD 240, KNSS 205, POLI 308, SOCI 307

**Social Science:**

All transferable courses in the following subjects are classified as Social Sciences (excluding those courses listed as Fine Arts and Humanities or Sciences): ANTH, ECON, KNSS (excluding KNSS 280), POLI, PSYC, SOCI

The following courses are also classified as Social Sciences: FAM 315 (not FAM 322), GEOG 251, GEOG 381, 382

**Science**

All transferable courses in the following subjects are classified as Sciences: BIOC, BIOL, CHEM, CMPT, MATH, PHYS, PSIO, ZOOL

The following courses are also classified as Sciences: ANTH 200, ANTH 306, ANTH 319, ANTH 390, ASTR 205, BUS 307, ENGG 230, GENE 370, GENE 375, GEOG 230, GEOG 231, KNSS 200, KNSS 201, KNSS 307, MICR 365, PHIL 221; PHIL 222 or PHIL 389; PHIL 364, PSYC 260, PSYC 312, PSYC 368, PSYC 369, PSYC 375, PSYC 377; STAT 250 or BADM 111 or BUS 306

**Open Options** Any U of L transferable course for which you have the prerequisite(s) (including transferable COMM).

**Program Cost Estimates - 2013/2014**

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 3,576.00 |
| Student Association Fees     | \$ 160.00   |
| Fee                          | \$ 60.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 288.00   |
| Books/Materials              | \$ 1,200.00 |
| Total                        | \$ 5,584.00 |

|                              |             |
|------------------------------|-------------|
| Year 2                       |             |
| Tuition                      | \$ 3,576.00 |
| Student Association Fees     | \$ 170.00   |
| Fee                          | \$ 60.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 288.00   |
| Books/Materials              | \$ 1,200.00 |
| Total                        | \$ 5,584.00 |

**Graduation Requirements**

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Red Deer College Diploma in University Transfer Studies.

# Bachelor of Arts in Anthropology

## Chairperson

Dr. Jane MacNeil  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:  
1. Bachelor of Arts  
2. Bachelor of Arts (Honours)

## Related Careers

Advertising  
Government and Civil Service  
Research  
Retail Sales  
Administration  
Law Enforcement and Corrections  
Counselling  
Industrial Relations  
International Relations  
Public Relations  
Management  
Radio and Television  
Journalism  
Urban Planning  
Publishing and Printing  
Languages and Linguistics  
Armed Forces  
Writing  
Consulting  
Social Services  
Museum Curation  
Artist/Illustrator

Graduates may also go on to professional studies (for example in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in Anthropology.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Anthropology in particular is the study of humankind and the human experience from its beginnings to the present day. RDC special interests include cultural anthropology, applied anthropology, African cultures, globalisation and anthropology of religion and cultural change in global and local contexts.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
ANTH 200/ANTH 201 (6 credits)  
Basic Requirement (18 credits)

## Suggested Pattern Year 2

Sr ANTH (12 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)

Universities may not grant credit for a 100 level language course if 30 level course in high school was completed in the same language.

## University of Calgary

See page 25 for the Compulsory Core Program Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Year 1 Pattern

ANTH 200/ANTH 201 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
Science (6 credits)  
Options (12 credits)

## Suggested Year 2 Pattern

Sr ANTH (12 credits)  
Open Option (18 credits)  
U of C recommends taking GEOG 250 and/or 251 as Open Options

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Year 1 Pattern

ANTH 203/ANTH 204 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
Open Option (6 credits)  
General Liberal Education Requirements (12 credits)

## Suggested Year 2 Pattern

ANTH 361 or Sr ANTH (3 credits)  
Sr ANTH (9 credits)  
General Liberal Education Requirements (6 credits)  
Open Options (12 credits)

# Bachelor of Arts in Communications Studies

## Chairperson

Dr. Jane MacNeil

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## University Transfer Program

Red Deer College offers the first two years of the following degree program:

1. Bachelor of Arts, Major in Communications Studies

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

A degree in Communications Studies provides students with skills and knowledge that can apply across a variety of professional situations, from the corporate world to the not-for-profit sector to academic institutions.

The following list provides some career areas that draw Communication Studies graduates for employment:

Advertising  
Counselling  
Industrial Relations  
Public Relations  
Management  
Radio and Television  
Publishing and Printing  
Journalism  
Languages and Linguistics  
Writing  
Consulting  
Social Services  
Government and Civil Service  
International Relations  
Banking and Finance  
Research  
Investment Dealing  
Retail Sales  
Administration  
Law Enforcement and Corrections  
Real Estate  
Recreation  
Armed Forces  
Insurance  
Urban Planning

Graduates may also go on to professional studies (in fields such as law, business, education, etc.) or may continue to graduate studies (in a Master's or Doctoral program) in Communication Studies or another academic discipline such as Sociology or Women's Studies.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Communication Studies provides an understanding of communications research and practice. Students can pursue a broad range of study, including the areas of media studies and rhetoric and discourse.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Calgary

See page 25 for Compulsory Core Requirements that must be completed in the course of the four-year degree.

Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

## Suggested Pattern Year 1

COMM 271 (3 credits)  
COMM 369 (3 credits)  
COMM 381 (3 credits)  
ENGL 219/ENGL 220 (6 credits)  
Intercultural Requirement (6 credits)  
Science requirement (6 credits)  
Option (3 credits)

## Suggested Pattern Year 2

COMM 341 (3 credits)  
COMM 371 (3 credits)  
COMM 375 (3 credits)  
COMM 381 (3 credits)  
Options (6 credits)  
Intercultural Requirement (6 credits)  
6 credits from Communications options.  
from LIST B (see below).

LIST B courses available at RDC: BUS 303, FILM 201, FILM 202, PHIL 201, PHIL 301, PHIL 350

# Bachelor of Arts in Economics

## Chairperson

Dr. Jane MacNeil  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## Related Careers

The following careers are open to graduates with a BA in Economics. Some may require additional training or certification in the specific field:

- securities broker    - commoditiesbroker
- financial manager    - insurance agent
- banker                - credit analyst
- investment analyst - researcher
- auditor                - sales representative
- real estate agent    - financial planner
- government policy analyst
- economic development officer

Many BA graduates pursue further degrees in professional fields (such as law or business administration) or graduate degrees in Economics (MA or PhD degree). The following careers are open to graduates with such degrees:

- professor                - research economist
- lawyer                    - accountant
- business administrator
- regional/urban planner

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Economics studies how households, businesses and governments make choices about how to allocate scarce

resources in order to best satisfy individual and social wants. The tools of economics can be used to analyse issues as diverse as unemployment, inflation, globalization, discrimination, environmental issues, taxation, health care and professional sports. Each year courses are offered in microeconomics and macroeconomics, and in selected fields such as money and banking, labour economics, international economics, sports economics, development economics and industrial organization.

## Admission Requirements

See page 24 for admission requirements. Math 30-1 is essential for pursuing a B.A. majoring in Economics. If you do not have Math 30-1, you may pursue the equivalent course during your first year at RDC. For further information, see an Academic Advisor.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
ECON 201 (3 credits)  
ECON 202 (3 credits)  
MATH 202 or 203 (3 credits)  
Basic Requirement (15 credits)

## Suggested Pattern Year 2

ECON 381 (3 credits)  
Sr Econ (6 credits)  
STAT 251 (3 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ECON 201/ECON 202 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
Science requirement (6 credits)  
MATH 202 (3 credits)  
MATH 221 (3 credits)  
STAT 251 (3 credits)

## Suggested Pattern Year 2

ECON 381 (3 credits)  
Sr ECON (15 credits)  
Open Options (18 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ECON 201/ECON 202 (6 credits)  
MATH 202 (3 credits)  
STAT 251 (3 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (12 credits)

## Suggested Pattern Year 2

ECON 381 (3 credits)  
Sr ECON (6 credits)  
BUS 307 (3 credits)  
Open Options or GLER (18 credits)



# Bachelor of Arts in English

## Chairperson

Dr. Jane MacNeil

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## **Two-Year University Transfer Program**

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## **Four-Year Degree Completion**

Years three and four of a University of Calgary Bachelor of Arts English major degree can also be completed on the campus of Red Deer College. See the section entitled "Degree Completion Programs: University of Calgary Bachelor of Arts".

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## **Related Careers**

The study of English develops the skills you require in the workplace - creative problem solving, accurate research, persuasive writing, and confident public speaking. It may lead to jobs in any of the following areas:

Advertising  
Government and Civil Service  
Research  
Administration  
Public Relations  
Management  
Radio and Television  
Journalism  
Publishing & Printing  
Languages and Linguistics  
Writing  
Consulting

Graduates may also go on to professional studies (for example, in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in English.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership, motivation, and interpersonal and communication skills.

## **The Program**

For a general discussion of the B.A. Program, see page 24.

RDC offers courses that range from Shakespeare to aboriginal literature, expository to creative writing, national literatures to popular genres, allowing you to learn practical skills while acquiring cultural knowledge.

## **Admission Requirements**

See page 24 for admission requirements.

## **Transfer Features**

See page 24 for transfer features.

## **University of Alberta**

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## **Suggested Pattern Year 1**

ENGL 219/ENGL 220 (6 credits)  
Basic Requirements (24 credits)

## **Suggested Pattern Year 2**

ENGL 332 (full year course) (6 credits)  
ENGL 376 or 377 (3 credits)  
Sr ENGL (3 credits)  
Options (12 credits)

## **University of Calgary**

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## **Suggested Pattern Year 1**

ENGL 219/220 (6 credits)  
Language other than English (6 credits)  
Sciences requirement (6 credits)  
Open Option (12 credits)

## **Suggested Pattern Year 2**

ENGL 302 (6 credits)  
ENGL 340 (6 credits)  
Sr. ENGL (6 credits)  
Open Option (12 credits)  
See the section entitled "Degree Completion Programs: University of Calgary Bachelor of Arts".

## **University of Lethbridge**

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## **Suggested Pattern Year 1**

ENGL 219/ENGL 220 (6 credits)  
Open Options (12 credits)  
General Liberal Education Requirements (12 credits)

## **Suggested Pattern Year 2**

Sr. ENGL (12 credits)  
Open Options (6 credits)  
General Liberal Education Requirements (12 credits)



# Bachelor of Arts in French or Spanish

## Chairperson

Dr. Jane MacNeil  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## Related Careers

The study of a second language complements any career as it broadens a student's intercultural understanding, improves communication skills, facilitates international business and expands international work opportunities. Fluency in French and/or Spanish can give an applicant for any position a clear advantage over unilingual candidates. In Canada, proficiency in French is desirable in civil service positions and the study of French and/or Spanish can also lead to a career in foreign service. Specializing in French and/or Spanish can lead to a career in teaching or translation/interpretation, as well as open doors to graduate study, international business, international law and many other fields. Learning a second language helps one better understand one's native language, and helps to develop a student's analytical and critical reading skills. In the global economy where free trade within the Americas, Europe and Asia is constantly expanding, a foreign language is increasingly becoming an essential tool.

Graduates may also go on to professional studies (for example in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in French or Spanish.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

French and Spanish cover the study of grammar and literature of the French and Spanish languages. Some courses include sample readings from French-speaking and Spanish-speaking countries.

Red Deer College offers introductory to advanced French language courses. Beginner's level to second year university courses are available. Red Deer College also offers beginner's and university level Spanish courses.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

#### French and/or Spanish (FREN) (SPAN)

ENGL 219/ENGL 220 (6 credits)  
French or Spanish (6 credits)\*  
French or Spanish or Basic Requirement (12 credits)

### Suggested Pattern Year 2

#### French and/or Spanish (FREN) (SPAN)

French or Spanish (6 credits)  
Basic Requirement (12 credits)  
Open Option (12 credits)

**\*Note:** Level determined by students' prerequisites, refer to the RDC calendar for course prerequisite information. Students presenting French Language ARTS 30 or Français 30 may apply for advanced placement directly into FREN 203. Those wanting credit for FREN 202 may apply to challenge the course. The recommended pattern may vary depending on prerequisites presented.

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

#### French or Spanish

\*recommended to transfer after Year 1  
ENGL 219/ENGL 220 (6 credits)  
FREN 202/FREN 203 (6 credits) or  
SPAN 201/SPAN 202 (6 credits)  
Science requirement (6 credits)  
Option (12 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

#### French

\*Must transfer after year 1  
FREN 202/FREN 203 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
Open Options (6 credits)  
General Liberal Education Requirements (12 credits)

# Bachelor of Arts in History

## Chairperson

Dr. Jane MacNeil  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## Related Careers

Advertising  
Government and Civil Service  
Research  
Administration  
Law Enforcement and Corrections  
Public Relations  
Management  
Radio and Television  
Recreation  
Journalism  
Urban Planning  
Publishing & Printing  
Armed Forces  
Writing  
Consulting  
Museum  
Archivist

Graduates may also go on to professional studies (for example in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in History.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

History is the analysis of the human past. Courses are offered in three main areas: Canada, Europe and British. RDC special interests include Western Canadian history, British Empire and Commonwealth, Modern British social history and Modern Europe. First year courses include Classics, Medieval, Early Modern World, and Modern World.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

**Note:** While there are no prerequisites for second year History courses, students are encouraged to learn the fundamentals of historical writing and research in first year courses.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
Junior History (two of HIST 207, 208, 209 or CLAS 209) (6 credits)  
Basic Requirement (18 credits)

### Suggested Pattern Year 2

Sr. HIST (12 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
Any two of HIST 207, HIST 208, HIST 209 (6 credits)  
Science requirement (6 credits)  
Options (12 credits)

### Suggested Pattern Year 2

HIST 373/HIST 374 (6 credits)  
Sr HIST (12 credits)  
Open Option (12 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

### Suggested Pattern Year 1

HIST 207 or 209 (3 credits)  
Jr HIST (3 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (12 credits)  
Open Option (6 credits)

### Suggested Pattern Year 2

Sr HIST (9 credits)  
HIST 373 or HIST 374 (3 credits)  
General Liberal Education Requirements (6 credits)  
Open Options (12 credits)

# Bachelor of Arts in Philosophy

## Chairperson

Dr. Jane MacNeil  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

Administration  
Government and Civil Service  
Research  
Management  
Journalism  
Publishing  
Computing and Information Technology  
Ethics Practitioner (Hospital, Business)

Graduates may also go on to professional studies (for example in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in Philosophy.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Philosophy is the study of thought and reasoning, with special application to abstract and conceptual areas of enquiry typically outside of the fields of the sciences, such as the Nature of Reality or Moral Values.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
PHIL 201 (3 credits)  
PHIL 202 (3 credits)  
Basic Requirement (18 credits)

## Suggested Pattern Year 2

Sr Phil (12 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
Language other than English (6 credits)  
PHIL 201 or PHIL 202 (3 credits)  
PHIL 222 (3 credits)  
Science requirement (6 credits)  
Option (6 credits)

## Suggested Pattern Year 2

Sr PHIL (15 credits)  
Open Option (15 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

PHIL 201/PHIL 202 (6 credits)  
PHIL 221/PHIL 222 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (12 credits)

## Suggested Pattern Year 2

Sr. PHIL (6 credits)  
Open Options (18 credits)  
General Liberal Education Requirements (6 credits)

# Bachelor of Arts in Political Science

## Chairperson

Dr. Jane MacNeil  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:  
1. Bachelor of Arts  
2. Bachelor of Arts (Honours)

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

Law  
Government and Civil Service  
Radio and Television  
Education  
Research  
Journalism  
Armed Forces  
Consulting  
Industrial Relations  
Law Enforcement and Corrections  
Urban Planning  
Banking and Finance  
Social Services  
Administration  
Recreation  
Investment Dealing  
Advertising  
Public Relations  
Management  
Counselling  
Real Estate  
Insurance  
Publishing and Printing  
Languages and Linguistics  
Writing  
Retail Sales

Graduates may also go on to graduate studies (for a Master's or Doctoral program) in Political Science.

Liberal Arts graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Political Science is the study of politics and government, the location and use of power in society, and quests for human betterment.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core

Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
POLI 200 (6 credits)  
OR  
POLI 201/POLI 283 (6 credits)  
Basic Requirement (18 credits)

## Suggested Pattern Year 2

POLI 308 (3 credits)  
POLI 309 (3 credits)  
POLI 320 (6 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year program.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
POLI 200 (6 credits)  
OR  
POLI 201/POLI 283 (6 credits)  
Science requirement (6 credits)  
Open Option (12 credits)

## Suggested Pattern Year 2

POLI 308/POLI 309 (6 credits)  
POLI 320 (6 credits)  
POLI 360 or Sr POLI (6 credits)  
Open Option (12 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

POLI 200 (6 credits)  
OR  
POLI 201/POLI 283 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (18 credits)

## Suggested Pattern Year 2

Sr POLI (3 credits)  
POLI 308 or 309 (3 credits)  
POLI 320 (6 credits)  
Open Options (18 credits)

# Bachelor of Arts in Psychology

## Chairperson

Dr. Jane MacNeil  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## Four-Year Degree Completion

Years three and four of a University of Calgary Bachelor of Arts Psychology major degree can also be completed on the campus of Red Deer College. See also the section entitled "University of Calgary Bachelor of Arts Completion at Red Deer College".

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

Social Services  
Advertising  
Government and Civil Service  
Research  
Retail Sales  
Administration  
Law Enforcement and Corrections  
Counselling  
Industrial Relations  
Public Relations  
Management  
Radio and Television  
Real Estate  
Recreation  
Journalism  
Insurance  
Urban Planning  
Consulting

Through graduate studies in Psychology, students may become chartered psychologists, working in clinical settings with clients who have emotional

problems or mental illness. They may also study to become research psychologists in one of the many areas of psychology. Graduates may also go on to professional studies in fields such as medicine, law, or business.

Psychology graduates generally have superior skills in problem solving, critical thinking, collecting, analyzing and interpreting data, writing and communicating.

## The Program

For a general discussion of the B.A. Program, see page 24.

Psychology is the study of mental processes and behavior. RDC special interests include: memory and attention, social psychology, physiological psychology, and anomalous experiences.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
PSYC 260 (3 credits)  
PSYC 261 (3 credits)  
Basic Requirement (18 credits)

## Suggested Pattern Year 2

PSYC 312 (6 credits)  
Sr PSYC (6 credits) chosen from PSYC 353, 383, 341, 358, 369, 375  
Basic Requirement (6 credits)  
Open Option (12 credits)

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
PSYC 260/PSYC 261 (6 credits)  
Science requirement (6 credits)  
Options (12 credits)

## Suggested Pattern Year 2

Sr. PSYC from Foundation courses (12 credits)  
PSYC 312 (6 credits)  
Open Option (12 credits)

## University of Lethbridge

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

PSYC 260/PSYC 261 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (15 credits)  
Open Option (3 credits)

## Suggested Pattern Year 2

PSYC 312 (6 credits)  
PSYC 375/PSYC 341 (6 credits)  
Open Options (18 credits)



# Bachelor of Arts in Sociology

## Chairperson

Dr. Jane MacNeil  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

Red Deer College offers the first two years of these degree programs:

1. Bachelor of Arts
2. Bachelor of Arts (Honours)

## Four-Year Degree Completion

Years three and four of a University of Calgary Bachelor of Arts Sociology major degree can also be completed on the campus of Red Deer College. See also the section entitled "University of Calgary Bachelor of Arts Completion at Red Deer College".

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

Advertising  
Government and Civil Service  
Research  
Administration  
Law Enforcement and Corrections  
Industrial Relations  
Public Relations  
Management  
Radio and Television  
Recreation  
Journalism  
Urban Planning  
Publishing & Printing  
Armed Forces  
Writing  
Consulting  
Social Services

Graduates may also go on to professional studies (for example in fields such as law, business, education, etc.) or may continue to graduate studies (for a Master's or Doctoral program) in Sociology.

B.A. graduates generally have superior skills in conceptual analysis, evaluation and critical reasoning, leadership motivation, and interpersonal and communication skills.

## The Program

For a general discussion of the B.A. Program, see page 24.

Sociology is the study of the organization and process of human society. Courses are offered in social theory, social research methods, and areas of special interest which include the following: criminology, medical sociology, First Nations sociology, ethnic relations, social stratification, gender, family, aging, and mass media and popular culture.

## Admission Requirements

See page 24 for admission requirements.

## Transfer Features

See page 24 for transfer features.

## University of Alberta

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of A credits. Red Deer College credits may differ from U of A credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Alberta Program Requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
SOCI 260 (3 credits)  
SOCI 261 (3 credits)  
Basic Requirement (18 credits)

## Suggested Pattern Year 2

SOCI 332 (3 credits)  
SOCI 312 (3 credits)  
SOCI 310 (3 credits)  
Sr SOCI (3 credits)  
Basic Requirement (6 credits)  
Open Option (12 credits)  
**Note:** Sociology 261 is not required as a prerequisite for senior Sociology courses; it is strongly recommended.

## Criminology Concentration

Students seeking admission to Criminology should include ENGL 219/220, SOCI 260, PSYC 260/261 and a Language other than English in the first year of their program.

## University of Calgary

See page 25 for the Compulsory Core Requirements that must be completed in the course of the four-year degree.

Credits below = U of C credits. Red Deer College credits may differ from U of C credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Calgary Program requirements on the Bachelor of Arts page for detailed information.

## Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
SOCI 260/SOCI 261 (6 credits)  
Science requirement (6 credits)  
Options (12 credits)

## Suggested Pattern Year 2

SOCI 332/SOCI 333 (6 credits)  
SOCI 310/SOCI 312 (6 credits)  
Sr SOCI Options (6 credits)  
Open Option (12 credits)

**University of Lethbridge**

See page 26 for the General Liberal Education Requirements that must be completed in the course of the four-year degree.

Credits below = U of L credits. Red Deer College credits may differ from U of L credits. Check the Alberta Transfer Guide for transfer credit information.

Refer to the University of Lethbridge Program requirements on the Bachelor of Arts page for detailed information.

**Suggested Pattern Year 1**

SOCI 260/SOCI 261 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
General Liberal Education Requirements (18 credits)

**Suggested Pattern Year 2**

SOCI 310/SOCI 312 (6 credits)  
SOCI 332/SOCI 333 (6 credits)  
Open Options (18 credits)

# Bachelor of Commerce

**Donald School of Business - Downtown****Chairperson**

Dr. Stephanie Powers  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

**One- and Two-Year University Transfer Program**

For the most current university program and transfer information, please see the Academic Advising homepage. Click on Academic Planning Guides.

**Related Careers**

Bachelor of Commerce programs prepare you for a wide range of professional and/or management level careers in business or the public sector. Bachelor of Commerce graduates are tomorrow's leaders in the world of business and government.

**The Program**

The Bachelor of Commerce program will provide you with background skills and knowledge in the various specialized areas of business, as well as in the humanities and social sciences. Emphasis is on developing the ability to analyze various organizational problems of a human and/or technical nature.

At RDC, students may complete Year 1 and Year 2 of the programs at the University of Alberta, University of Calgary, University of Lethbridge, Athabasca University or other Canadian universities.

When the student transfers to the University of his/her choice, a specialized area of study (a major) may be selected. These specializations include:

- Accounting
- Computer Science
- Economics
- E-Commerce
- Entrepreneurship & Innovation
- First Nations' Governance
- Human Resource Management & Labour Relations
- Finance
- International Business
- Marketing
- Political Science
- Others as offered by the University you choose

**Transfer Features**

Most universities have enrollment quotas. You must compete for admission. A G.P.A. of 3.00 or higher is recommended. For course by course transfer agreements, please see [www.transferralberta.ca](http://www.transferralberta.ca)

**Admission Requirements****1. Minimum average of 60% and no mark below 50% in:**

- a. ELA 30-1
  - b. Mathematics 30-1
  - c. Subject from Group A or C (Social Studies 30-1 recommended)
  - d. Subject from Group A or C
  - e. Subject from Group A, B, or C (Math 31 recommended)
- (See "Alberta Grade 12 Course Groups, page 8)

OR

**2. Mature Student**

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Program Content****University of Alberta (Alberta School of Business, Bachelor of Commerce (BCom))**

All applicants must complete one year of pre-professional studies in order to apply to the program.

**Suggested Pattern Year 1**

BUS 201 (3 credits)  
BUS 306/BUS 307 (6 credits)  
ECON 201/ECON 202 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
MATH 202 or MATH 203 (3 credits)  
Two Non-Business Options (6 credits)

**Suggested Pattern Year 2**

ACCT 202/ACCT 204 (6 credits)  
 BADM 132 (3 credits)  
 BUS 303 (3 credits)  
 BUS 310 (3 credits)  
 BUS 311 (3 credits)  
 Four Non-Business Options (12 credits)

This program will vary slightly depending on the major chosen.

**University of Calgary Haskayne School of Business, Bachelor of Commerce (BCom)**

Entry to the B.Com Program at U of C requires 2 years (60 credits) of pre-professional studies.

**Suggested Pattern Year 1**

BUS 201 (3 credits)  
 ECON 201/ECON 202 (6 credits)  
 ENGL 219/ENGL 220 (6 credits) **OR**  
 ENGL 219 & PHIL 201 (6 credits) **OR**  
 ENGL 219 & Junior Humanities Option (6 credits) **OR**  
 ENGL 219 & Fine Arts Option (6 credits)  
 MATH 202 **OR** MATH 203 (3 credits)  
 One Junior Science Option \*(3 credits)  
 One Junior Social Science Option (3 credits)  
 Two Junior Non-Commerce Options (6 credits)

**Suggested Pattern Year 2**

ACCT 202/ACCT 204 (6 credits) **OR**  
 ACCT 202 & Sr Non-Com Option (6 credits)  
 BUS 306/BUS 307 (6 credits)  
 BUS 311 (3 credits) **OR** Sr Non Com Option  
 CMPT 261 (3 credits)  
 COMM 361 **OR** Senior Non-Commerce Option (3 credits)  
 Two Senior Fine Arts, Humanities, Social Sciences **OR** Science Options\* (6 credits)  
 One Senior Non-Commerce Option (3 credits)

\*Excluding MATH, STAT or CMPT courses

Note: All courses which you intend to submit to the U of C for admission requirements must be completed by June 30 of the year in which you intend to transfer.

**University of Lethbridge (Faculty of Management, Bachelor of Management)**

Applicants who have completed three or more transferable semester courses at one or more post-secondary institutions will be considered for admission as New Transfer applicants.

**Suggested Pattern Year 1**

BUS 306 (3 credits)  
 ECON 201/ECON 202 (6 credits)  
 ENGL 219/ENGL 220 (6 credits)  
 BUS 201 (3 credits)  
 Four General Liberal Education Requirements GLER/Option (12 credits)

**Suggested Pattern Year 2**

ACCT 202/ACCT 204 (6 credits) **OR**  
 ACCT 202/ACCT 104 (6 credits)  
 BADM 132 (3 credits)  
 BUS 303 (3 credits)  
 BUS 310 (3 credits)  
 Four General Liberal Education Requirements GLER/Option (12 credits)

This program will vary slightly depending on the major chosen.

**Athabasca University (Bachelor of Commerce)**

For specific program requirements and regulations, please contact Athabasca University directly. <http://business.athabascau.ca> (1.800.468.6531)

Note: Athabasca University has an open admission policy.

**Suggested Pattern Year 1**

BADM 110 (3 credits)  
 CMPT 261 (3 credits)  
 COMM 250 (3 credits)  
 ECON 201/ECON 202 (6 credits)  
 ENGL 219/220 (Recommended)(6 credits) **OR**

ENGL 219 and one Junior Humanities, Science or Social Science (6 credits)  
 MATH 202 (3 credits)  
 Two Junior Humanities, Science or Social Science (6 credits)

**Suggested Pattern Year 2**

ACCT 202/ACCT 204 (6 credits)  
 BUS 306/BUS 307 (6 credits)  
 BUS 311 (3 credits)  
 Four Senior Humanities, Science or Social Science (12 credits)  
 One of BADM 132 or BADM 281 or BUS 303

**Canadian University College (CUC) (Bachelor of Business Administration)**

Canadian University College provides students with the opportunity to transfer into its Bachelor of Business Administration (4-yr) degree program. To meet the core, cognate, and major requirements for transfer into this program, you should consult with an Academic Advisor at CUC.

**Program Cost Estimates - 2013/2014**

|                              |                    |
|------------------------------|--------------------|
| Year 1                       |                    |
| Tuition                      | \$ 3,687.75        |
| Student Association Fees     | \$ 165.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 297.00          |
| Books/Materials              | \$ <u>1,050.00</u> |
| Total                        | \$ 5,499.75        |

**Year 2**

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 3,576.00        |
| Student Association Fees     | \$ 160.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 288.00          |
| Books/Materials              | \$ <u>1,050.00</u> |
| Total                        | \$ 5,374.00        |

**Graduation Requirements**

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

**Business Student Society**

The purpose of the Business Student Society is to facilitate interaction among Business Administration and Bachelor of Commerce Transfer students, faculty members and the business community through a variety of social, academic and recreational sports activities. Students in these programs or planning to enter these programs, are encouraged to become members.

# Bachelor of Education

## Chairperson

Brad McDiarmid  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One- and Two-Year University Transfer Program

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Academic Planning Guides.

## The Program

Graduates of the four-year Bachelor of Education program (University of Alberta) and the five-year combined degree program (University of Alberta and Lethbridge) are eligible to apply for Teacher Certification in the Province of Alberta and all other provinces. Red Deer College offers up to two years of these programs.

Your educational experience is further enhanced through active participation in the Education Undergraduate Society (EUS). Membership in this society entitles you to attend conferences, conventions and other activities of the Alberta Teachers' Association.

## Transfer Features

You may transfer up to 60 credits taken at Red Deer College to the university of your choice. Some routes and majors may require transfer after one year if Red Deer College does not offer all needed courses.

Before planning your program and registering, decide on the university you want to attend, the grade level you want to teach, and the subject area in which you want to specialize. (See details under "University Programs.")

The University of Calgary offers a two-year after-degree Bachelor of Education (Master of Teaching Program). Students need to complete a recognized undergraduate degree prior to entering this program.

The Calgary Faculty of Education continues to offer a number of five-year combined degree programs in which you can attain both a Bachelor of Education and another Bachelor degree at the same time. Interested students should contact the University of Calgary or an Academic Advisor.

Transfer institutions accept a limited number of students to the Bachelor of Education program. Successful transfer is based on proper course selection, credit hours completed, grade point average (G.P.A.), and other requirements. These requirements vary depending on which university, route, and major/minor you choose. Some routes and majors are more competitive than others and may require a higher grade point average for transfer.

Detailed information regarding course selection and transfer requirements for University of Alberta and University of Lethbridge are provided by Red Deer College before you register. If you plan to transfer elsewhere, you may need to contact your destination university or college regarding course planning. Academic Advisors at Red Deer College can assist you in this process.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Three subjects from Group A or C
- c. Subject from Group A, B, C, or D  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group A or C  
(See "Alberta Grade 12 Course Groups," page 8).

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: If you are admitted as a Mature Student, you still must meet prerequisite requirements for university transfer courses. (Prerequisites for Red Deer College university transfer courses are listed under the course descriptions at the back of this Calendar.) You may have to take more 30-level high school subjects than the minimum stated above, in order to complete courses needed for your degree.

Although not required for admission, it is strongly suggested that students entering Elementary Education possess Math 30-1 or Math 30-2 in order to meet the pre-requisites of certain courses within the degree.

**Completion of Math 30-1 or Math 30-2 is highly recommended, especially for the Elementary Education Program.**

### Important Notes:

For interim certification applicants must provide evidence of Canadian citizenship or permanent residency and must be proficient in English or French.

Students should be aware that **all persons applying for certification as a teacher in Alberta will be subject to the following restrictions on eligibility:**

Except where the Minister of Education decides otherwise, the Registrar, Teacher Development and Certification shall not issue a teaching certificate to:

- a person who has been convicted for an indictable offense under the Criminal Code; **or**
- a person whom the Registrar has reason to believe should not be issued a certificate.

The Registrar shall refuse to issue a teaching certificate to any applicant possessing an indictable criminal conviction. The Registrar may refuse to issue a teaching certificate to an applicant possessing a criminal conviction of a nature deemed unsuitable for teaching children or for any other reason. Applicants may appeal the decision of the Registrar to a Certification Appeal Committee established by the Minister. Appeals must be made in writing within 30 days of being advised of the Registrar's decision not to issue a certificate.

For additional information please contact the Registrar, Teacher Development and Certification, Alberta Education at 310.000 and then 780-427-2045.

## University Programs

### Legend:

+ Apply to the Kinesiology program.

\* Transfer after one year may be necessary.

\*\* Transfer may be difficult at this time. Courses needed may not be available at Red Deer College. You should have an alternate major in mind and/or apply directly to the University.

\*\*\* Graduates of the Music, Theatre Studies (Performance or Technology majors only) and Visual Arts diplomas may apply to the University of Lethbridge's post-diploma BMus/BEd or BFA/BEd and complete these two degrees with an additional 35 courses.

Please see an Academic Advisor if you have questions about the Music, Theatre Studies or Visual Arts programs.

## University of Alberta Elementary (Kindergarten to Grade 6) Generalist Program

### Secondary (Grades 7-12)

Majors include:

- Art \* \*\*
- Biological Sciences
- Career & Technology Studies \* \*\*
- Chemistry
- English Language Arts
- General Sciences
- Mathematics \*
- Music \*
- Physical Education
- Physical Sciences
- Physics \*
- Second Languages (French) \*
- Second Languages (Spanish) \*
- Social Studies

Minors include:

All major subjects above and

- Drama
- Health Education
- Instructional Technology \*\*
- Special Education

### University of Lethbridge

Students completing a combined degree through the U of L take two majors, one major for each degree.

### Degree BA/BEd

|                   |  |
|-------------------|--|
| Art               | Art Education *                        |
| Dramatic Arts     | Drama Education *                      |
| Economics         | Social Studies Education*              |
| English           | English Language Arts Ed.              |
| French            | Modern Languages Ed. *                 |
| French/Spanish    | Modern Languages Ed<br>French/Spanish* |
| Geography         | Social Sciences<br>Education*          |
| Gen. Humanities   | English Language Arts<br>Ed.           |
| Gen. Soc. Sci.    | Physical Education +                   |
| Gen. Soc. Sci.    | Social Studies Education               |
| History           | Social Studies Education*              |
| Kinesiology       | Physical Education +                   |
| Political Science | Social Studies Education*              |
| Sociology         | Social Studies Education               |

### Degree BFA/BEd

|     |                  |
|-----|------------------|
| Art | Art Education*** |
|-----|------------------|

### Degree BFA/BEd

|               |                    |
|---------------|--------------------|
| Dramatic Arts | Drama Education*** |
|---------------|--------------------|

### Degree BMgmt/BEd

|          |  |
|----------|--|
| Gen Mgmt | Career & Tech Studies:<br>Business Focus |
|----------|--|

### Degree BMus/BEd

|       |                    |
|-------|--------------------|
| Music | Music Education*** |
|-------|--------------------|

### Degree BSc/BEd

|               |                        |
|---------------|------------------------|
| Math          | Mathematics Education* |
| Gen. Sciences | Mathematics Education* |
| Bio. Sciences | Science Education      |
| Chemistry     | Science Education*     |
| Gen. Sciences | Science Education*     |
| Geography     | Science Education *    |

## Program Content

(Year 1 & 2)

**Please note that these credits are U of A credits and U of L credits.**

### University of Alberta - Elementary Route

- EDUC 250 (3 credits)
- EDUC course (3 credits)
- EDIT 302 (3 credits)
- English (9 credits)
- Fine Arts (6 credits)
- Mathematics (6 credits)
- Natural Science (6 credits)
- Physical and Health Education (6 credits)
- Social Science (6 credits)
- Aboriginal & Indigenous Histories and Culture (3 credits)
- Non Education Options (9 credits)

University of Alberta - Collaborative Bachelor of Education Degree Completion with Red Deer College Elementary Route - focus on Middle Years Education

Contact an Academic Advisor for course selection.

### University of Alberta - Secondary Route

- EDIT 302 (3 credits)
- EDUC 250 (3 credits)
- Education course (3 credits)
- English (6 credits)
- Major/Minor/Education Options (45 credits)

### University of Calgary

Please consult with an Academic Advisor

### University of Lethbridge

- EDFS 203 (3 credits)
- EDFS 341 or EDFS 201 (3 credits)
- Education Options (9 credits)
- Major (24 or 33 credits)
- Options (21 or 12 credits).



**Canadian University College**

Canadian University College provides students with the opportunity to transfer into the Bachelor of Education (4-yr) program. To meet the core, cognate, minor, specialization and major requirements for transfer into this program, you should consult with Canadian University College, School of Education.

**Program Cost Estimates - 2013/2014****Year 1**

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,464.25 |
| Student Association Fees     | \$ 155.00   |
| Fees                         | \$ 35.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 279.00   |
| Books/Material               | \$ 1,070.00 |
| Total                        | \$ 5,303.25 |

**Year 2**

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,352.50 |
| Student Association Fees     | \$ 150.00   |
| Fees                         | \$ 20.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 270.00   |
| Books/Material               | \$ 1,070.00 |
| Total                        | \$ 5,162.50 |

**Graduation Requirements**

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

# Bachelor of Science and Bachelor of Education Combined Degree

**Chairperson**

Brad McDiarmid

E-mail: inquire@rdc.ab.ca

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## **One-and Two-Year University Transfer Program**

**The Program**

A combined BEd/BSc program allows you to satisfy the minimum requirements of both degrees in five years. The program provides a broader science background while maintaining the teacher education component. Graduates of the combined degree are eligible to apply for Teacher Certification in the Province of Alberta and all other provinces. Red Deer College offers up to two years of these programs.

**Transfer Features**

You may transfer up to 60 credits taken at Red Deer College to the university of your choice. Some routes and majors may require transfer after one year if Red Deer College does not offer all courses needed.

Before planning your program and registering, decide on the university you want to attend, the grade level you want to teach, and the subject area in which you want to specialize. (See details under "University Programs").

Direct transfer arrangements are in place to the University of Alberta and University of Lethbridge. You may arrange to transfer to other institutions at which a Bachelor of Education is offered.

Transfer institutions accept a limited number of students to the Bachelor of Education program. Successful transfer is based on proper course selection, credit hours completed, grade point average (G.P.A.), and other requirements. These requirements vary depending on which university, route, and major you choose.

Some routes and majors are more competitive than others and may require a higher grade point average for transfer. Detailed information regarding course selection and transfer requirements for University of Alberta and University of Lethbridge are provided by Red Deer College before you register. If you plan to transfer elsewhere, you may need to contact your destination University or College regarding course planning. Academic Advisors at Red Deer College can assist you in this process.

**Admission Requirements****1. Minimum average of 60% with no mark below 50% in:**

- a. Biology 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Chemistry 30
- e. Subject from Group A, B or C (Physics 30 recommended)

OR

**2. Mature Student**

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1
- c. Biology 30
- d. Chemistry 30

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Program Content**

Teaching science in secondary school requires studying a variety of subjects. For the University of Alberta, you will normally major in one of the following areas and minor in another:

1. Biological Sciences includes Biology, Botany, Entomology, Genetics, Immunology and Infection, Marine Science, Microbiology, Neuroscience, Pharmacology, Physiology, Zoology.
2. Mathematical Sciences includes Applied Probability, Computing Science, Mathematics, Statistics.
3. Physical Sciences includes Astronomy, Chemistry, Mathematical Physics, Physics.

Transfer to the University of Alberta after one year is required for all of these programs in order to meet the U of A Faculty of Science residency requirement.

### University of Alberta

Please note that these credits are U of A credits.

#### Suggested Pattern Year 1

English (6 credits)  
 Biological Sciences (6 credits)  
 Mathematical Sciences (6 credits)  
 Physical Sciences (6 credits)  
 Science Major/Minor or Arts options (6 credits)

### University of Calgary

Please consult with an Academic Advisor.

### University of Lethbridge

Follow the BEd Combined Degree Program as outlined in the Bachelor of Education section of this Calendar (see page 40).

#### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 3,352.50 |
| Student Association Fees     | \$ 150.00   |
| Fees                         | \$ 50.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 270.00   |
| Books/Material               | \$ 1,050.00 |
| Total                        | \$ 5,172.50 |

|                              |             |
|------------------------------|-------------|
| Year 2                       |             |
| Tuition                      | \$ 3,352.50 |
| Student Association Fees     | \$ 150.00   |
| Fees                         | \$ 50.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 270.00   |
| Books/Material               | \$ 1,050.00 |
| Total                        | \$ 5,172.50 |

### Graduation Requirements

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

# Bachelor of Fine Art

### Chairperson

Jason Frizzell  
 E-mail: inquire@rdc.ab.ca  
 Local calls: 403-342-3400  
 Toll Free: 1-888-732-4630  
 See page 23 for general information.

### Two-Year University Transfer Program

The Bachelor of Fine Art program provides a comprehensive program of studies for those considering a career or general education in visual art.

Since 1974, hundreds of Red Deer College BFA graduates have successfully transferred to all of the major universities and art colleges across Canada and completed their BFA degree. Many have gone on further and now have their MFA degree and are practicing artists, art teachers and art professors.

### Related Careers

This program emphasizes the importance of a general foundation in art. Competition for employment in specialized art fields is very keen, making the strength of your basic education very important.

The following employment-related fields require a general art foundation, followed by more specialized training, ending in a four-year undergraduate degree or Master's degree.

Fine Art - sculpture, painting, ceramics, printmaking, photography, and drawing  
Crafts Design - ceramics, textiles, glass, and jewellery

Commercial Design - lay-out, illustration, display, model-making, and photography  
Environmental Design - architectural, urban, environmental, and industrial design

Photography - creative, commercial, industrial, and freelance

Art Education - secondary and post-secondary

Other - art galleries, framing shops, etc.

### The Program

The instructors in the Visual Art Department are themselves practising artists. Studios are fully equipped for ceramics, sculpture, painting, drawing, printmaking, and design.

The program offers you a concentrated visual arts foundation in a two-year time span. The first year emphasizes experience in drawing, painting, design, ceramics, sculpture, art history, and English. A broad range of visual experiences will help you form a visual arts vocabulary and master skills in composition and technical areas.

Emphasis in the second year is on creative growth and visual maturity in studio work.

### Transfer Features

You may transfer up to 20 course equivalents taken at Red Deer College to the University of Alberta, University of Calgary, University of Lethbridge or the Alberta College of Art and Design, NSCAD University, and the Emily Carr University of Art and Design. The B.F.A. program is also transferable to most other Canadian universities and art colleges.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1 or ELA 30-2

Note: Students who enter the program with ELA 30-2 must take ELA 30-1 or the equivalent (English 095) and may not complete the program in four terms. English 095 is not credited towards diploma requirements.

- b. Three subjects from Group A,B, or C
- c. One subject from Group A,B,C or D

(See "Alberta Grade 12 Course Groups," page 8)

OR

## 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum 60% average with no mark below 50% in:

- a. ELA 30-1 or ELA 30-2

Note: Students who enter the program with ELA 30-2 must take ELA 30-1 or the equivalent (English 095) and may not complete the program in four terms. English 095 is not credited towards diploma requirements as it is equivalent to high school ELA 30-1.

- b. Subject from Group A, B, or C (See "Alberta Grade 12 Course Groups," page 8).

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

### Suggested Pattern Year 1

ART 101/ART101 Visiting Artists  
 ART 201/ART 203 Art History I and II  
 ART 231/ART 233 Visual Fundamentals I & II  
 ART 241/ART 243 Drawing I and II  
 ART 251 Two Dimensional Studies Painting I  
 ART 261 Three Dimensional Studies - Ceramics I  
 ART 281 Three Dimensional Studies-Sculpture I  
 English One term course at the 200 level.

### Suggested Pattern Year 2

ART 101/ART 101 Visiting Artists  
 ART 310/ART 311 Professional Practice I and II  
 ART 341/ART 343 Drawing III and IV  
 Two studio electives from the following:  
 ART 351/ART 353 Painting II and III  
 ART 361/ART 363 Ceramics II and III  
 ART 375/ART 377/ART 379 Printmaking (Two will be offered each year)  
 ART 381/ART 383 Sculpture II and III  
 One term academic option  
 English One term course at the 200 level  
 Two term University transfer academic option (preferably a 300 level Art History).

## University of Lethbridge Transfer

You may enter the third year of BFA (Art) at the University of Lethbridge or the Alberta College of Art and Design if you have successfully completed all of the program requirements, or transfer to most Canadian universities.

### Program Cost Estimates - 2013/2014

#### Year 1

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 5,028.75        |
| Student Association Fees     | \$ 225.00          |
| Fees                         | \$ 285.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 405.00          |
| Books/Materials              | <u>\$ 2,285.00</u> |
| Total                        | \$8,528.75         |

#### Year 2

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$4,023.00         |
| Student Association Fees     | \$ 180.00          |
| Fees                         | \$ 190.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 324.00          |
| Books/Materials              | <u>\$ 2,265.00</u> |
| Total                        | \$7,282.00         |

## Graduation Requirements

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

# Kinesiology and Sport Studies

## Chairperson

Sharon Hamilton  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## University Transfer Program

Red Deer College offers one year of transfer to the University of Alberta's Bachelor of Arts in Recreation, Sport and Tourism Degree.

If you wish to transfer to a university other than the University of Alberta, please check with that university before registering in courses.

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

## Related Careers

- Municipal parks and recreation departments
  - programmers
  - planners
  - facility operators
  - managers
  - administrators
- Federal and provincial governments
  - cultural services
  - recreation services
  - parks services
- Youth service agencies
  - Boys' and Girls' Clubs
  - Y.M.C.A. and Y.W.C.A.
- Institutional recreation
  - hospitals
  - rehabilitation centres
  - seniors' centres
  - correctional centres
- Tourism and commercial recreation
- Camping and outdoor recreation

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group A or C
- c. Subject from Group A or B
- d. Subject from Group C (Biology 30 recommended)
- e. Subject from Group A, C, or Physical Education 30 (5 credit)  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group A or C  
(See "Alberta Grade 12 Course Groups," page 8)

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

|  |   |
|--|---|
| ENGL 219/220   | Essay Composition & Critical Reading/Literary Analysis                                  |
| KNSS 204   | Introduction to Sociocultural Foundations of Physical Education, Leisure and Sport      |
| KNSS 205   | History of Sport  |
| KNSS 210   | Fitness and Wellness Theory and Practice  |
| KNSS 240   | Adapted Physical Education  |
| KNSS 250   | Introduction to the Administration of Sport, Physical Activity, and Recreation Programs |
| 2 Art Options - Liberal Arts Foundation Courses          |   |
| 1 Option - Liberal Arts Foundation Course or Open Option |   |

## Program Readmission

See page 10.

## Two Year University Transfer Program

Kinesiology is the study of the science of movement. The Red Deer College Kinesiology and Sport Studies program offers the first 2 years of a variety of Bachelor Degree programs.

For the most current university program and transfer information, please see the Academic Advising homepage at [www.rdc.ab.ca/academic\\_advising](http://www.rdc.ab.ca/academic_advising). Click on Planning Guides.

The program offers university transfer to the following programs:

- The University of Alberta
    - Bachelor of Physical Education - BPE
    - BSc Kinesiology - BScKin
    - BPE/BEEd - 5 year combined degree
  - The University of Calgary
    - Bachelor of Kinesiology - BKin
  - The University of Lethbridge
    - Bachelor of Arts - Kinesiology
    - Bachelor of Arts (Kinesiology)/BEEd (Physical Education) Combined - 5 year program
    - Bachelor of Science - Kinesiology
    - Bachelor of Science - Exercise Science
- Out of province universities through proper course selection (see an Academic Advisor)

Transfer to other programs and other universities is possible. These transfer opportunities include:

- Athletic Therapy program (4 year Bachelor's Degree in Physical Education or Kinesiology plus a 5th year at Mount Royal University) - After completing 2 years (60 applicable transfer credits) at RDC students transfer to the U of A or the U of C to complete their degree. They then apply to the Mount Royal University Athletic Therapy Advanced Certificate Program for a 5th year of studies to complete requirements for this certificate.  
This program is very competitive.
- BComm/BKIN (5 year combined program) - University of Calgary

The program can lead into the following areas of study:

- adapted physical education
- athletic therapy
- fitness and health promotion
- physical education in schools
- physical activity leadership
- tourism and hospitality
- outdoor education
- sports administration
- coaching
- dance
- sport sciences
- physical therapy
- occupational therapy

### Related Careers

- elementary schools
- secondary schools
- colleges and universities
- community centres
- corporate setting
- municipal recreation departments
- provincial sport organizations
- private fitness centres
- sport clubs
- private enterprise
- health care
- youth services
- rehabilitation centres
- outdoor pursuits
- volunteer organizations
- government agencies

### The Program

The program is designed so that students can complete a 2-year diploma (see Kinesiology and Sport Studies Diplomas, page 97), and then enter the work force or transfer to a university and complete a Bachelor's degree. The program is designed for students wishing to transfer to the University of Alberta, the University of Calgary or the University of Lethbridge. Transfer to other universities is possible with proper program consultation and careful course selection. For university transfer, the courses you select must meet the program requirements of the specific university chosen.

Admission to a university program may be limited by quota. Entry is based on your academic record. You should expect heavy course and program demands and the need for a competitive GPA if you wish to transfer to a university program.

The objective of the program is to educate and prepare qualified leaders in the field of Kinesiology and Sport Studies who:

- are prepared for employment in related fields and agencies in the private and public sectors
- are prepared for teaching and coaching careers in school systems
- may choose to continue their education at the graduate level

You must complete an after degree program in Education if you wish to become a certified teacher in Alberta. This normally qualifies you to teach in physical education and health areas, plus one or more other subject areas. Selecting proper courses during your program is important for this reason.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Two subjects from Group A\*and/ or C  
(for this program only, Math 30-2 may also be used as one of these subjects)
- c. Subject from Group C (Biology 30 recommended)
- d. Subject from Group B, C, or D  
(see "Alberta Grade 12 Course Groups", page 8)

\* Only one language other than English will be accepted

OR

#### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group C (Biology 30 recommended)

**Note:** If you are applying to the Faculty of Kinesiology at the University of Calgary, you must present ELA 30-1, Biology 30, Math 30-1 and Chemistry 30 for admission. For the U of C - Exercise and Health Physiology Major - Math 30-1 (minimum grade of 70%) is required. Math 31 is recommended. For the U of C - Biomechanics Major - Math 30-1 (minimum grade of 70%) and Math 31 are required; Physics 30 is recommended.

**Note:** If you are applying to the University of Alberta Bachelor of Science Kinesiology (BSckin), admission to this program requires the following high school subject requirements - ELA 30-1, Chemistry 30, Math 30-1, Physics 30, and one of Biology 30 or Physical Education 30 (5 credits) or approved 35 level equivalent (5 credit), including Exercise Science 35, Sports Medicine 35, or Sport Performance 35.

### Program Content

This program is designed for students who wish to complete the 2-year General Diploma in Kinesiology and Sport Studies and continue on to a Bachelor's Degree. Students wishing to complete the Adapted Physical Education, Coaching & Sport Performance, Fitness & Health Promotion, or Sport Management Diploma, and transfer to university, need to select the appropriate options and physical activity courses. (See Kinesiology and Sport Studies Diploma, page 95- and see an Academic Advisor.)

### University of Alberta Bachelor of Physical Education Year 1

|  |  |
|--|--|
| KNSS 200                                   | Structural Anatomy                                       |
| KNSS 201                                   | Biomechanics   |
| KNSS 204                                   | Sociocultural Foundations of P.E. Leisure & Sport        |
| KNSS 210                                   | Fitness and Wellness Theory & Practice                   |
| KNSS 240                                   | Adapted Physical Education                               |
| KNSS 270                                   | Leadership & Instruction in Physical Activity            |
| KDNC 200                                   | The Spectrum of Dance in Society                         |
| ENGL 219/ENGL 220                          | Essay Composition and Critical Reading/Literary Analysis |
| One Physical Activity Courses - KPAC/ KDNC |  |



**Year 2**

|          |  |
|----------|--|
| PSIO 258 | Elementary Physiology I  |
| PSIO 259 | Elementary Physiology II   |
| KNSS 202 | Physiology of Exercise   |
| KNSS 203 | Skill Acquisition & Performance                                      |
| KNSS 205 | History of Sport   |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity & Recreation Programs |

One Physical Activity Courses - KPAC/KDNC  
Two of:

|          |                                 |
|----------|---------------------------------|
| KNSS 209 | Measurement and Evaluation      |
| KNSS 244 | Introduction to Nutrition       |
| KNSS 253 | Psychological Sport Performance |
| KNSS 307 | Growth and Development          |
| PSYC 260 | Basic Psychological Processes   |

One of:

|          |   |
|----------|---|
| KNSS 220 | Introduction to Athletic Therapy                  |
| KNSS 260 | Introduction to Coaching Theory                   |
| KNSS 280 | Introduction to Outdoor Education*                |
| KNSS 299 | Directed Studies in Kinesiology and Sport Studies |
| INTD 240 | Integrated Arts Approach to Movement              |

\* Participation in KNSS 280 requires that all students to complete and return a participant information package in early August. If you do not receive the participant information package by the end of July please contact the Kinesiology Department at 403-342-3201.

**Bachelor of Science in Kinesiology****Year 1**

|                   |  |
|-------------------|--|
| KNSS 200          | Structural Anatomy                                       |
| KNSS 201          | Biomechanics   |
| KNSS 204          | Sociocultural Foundations of P.E. Leisure and Sport      |
| KNSS 210          | Fitness and Wellness Theory & Practice                   |
| KNSS 270          | Leadership & Instruction in Physical Activity            |
| MATH 202          | Elementary Calculus                                      |
| ENGL 219/ENGL 220 | Essay Composition and Critical Reading/Literary Analysis |
| CHEM 211          | Introductory University Chemistry                        |
| CHEM 251          | Introductory Organic Chemistry                           |

**Year 2**

|          |  |
|----------|--|
| PSIO 258 | Elementary Physiology I  |
| PSIO 259 | Elementary Physiology II   |
| KNSS 202 | Physiology of Exercise   |
| KNSS 203 | Skill Acquisition & Performance                                      |
| KNSS 209 | Measurement & Evaluation   |
| KNSS 220 | Introduction to Athletic Therapy                                     |
| KNSS 240 | Adapted Physical Education   |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity & Recreation Programs |

Two of:

|          |                                 |
|----------|---------------------------------|
| KNSS 205 | History of Sport                |
| KNSS 244 | Introduction to Nutrition       |
| KNSS 253 | Psychological Sport Performance |
| KNSS 260 | Introduction to Coaching Theory |
| KNSS 280 | Outdoor Education*              |
| KNSS 299 | Directed Studies                |
| KNSS 307 | Growth & Development            |

\* Participation in KNSS 280 requires that all students to complete and return a participant information package in early August. If you do not receive the participant information package by the end of July please contact the Kinesiology Department at 403-342-3201.

For transfer and course selection specifics, it is strongly recommended that students see an Academic Advisor.

**Bachelor of Physical Education/Bachelor of Education BPE/BEd (5-year) Programs**

Red Deer College offers the first two years of the BPE/BEd combined programs. Students completing the first two years of the combined degree program will transfer into the BPE program at the U of A for year 3. Upon completion of year 3 (99 credits), they will apply to the BEd Program for year 4 & 5. The program is very competitive and a limited number of spaces are available for transfer applicants into year 3 at the University of Alberta. These programs are highly competitive and limited by quota and acceptance into the combined degree route at the U of A is not guaranteed.

**BPE/BEd (Elementary Route)****Year 1**

|                      |  |
|----------------------|--|
| KNSS 200             | Structural Anatomy                                       |
| KNSS 201             | Biomechanics   |
| KNSS 204             | Sociocultural Foundations of P.E. Leisure and Sport      |
| KNSS 210             | Fitness & Wellness Theory & Practice                     |
| KNSS 240             | Adapted Physical Education                               |
| KNSS 270             | Leadership & Instruction in Physical Activity            |
| KDNC 200             | Spectrum of Dance in Society                             |
| One KPAC/KDNC course |  |
| ENGL 219/ENGL 220    | Essay Composition and Critical Reading/Literary Analysis |

MATH

choose from MATH 260 or any transferable Math or STAT course

**Year 2**

|  |  |
|--|--|
| PSIO 258   | Elementary Physiology I  |
| KNSS 203   | Skill Acquisition & Performance                                      |
| KNSS 205   | History of Sport   |
| KNSS 220   | Introduction to Athletic Therapy OR                                  |
| KNSS 307   | Growth and Development   |
| KNSS 250   | Intro to the Admin of Sport, Physical Activity & Recreation Programs |
| KNSS 260   | Intro to Coaching Theory OR  |
| KNSS 280   | Intro to Outdoor Education*  |
| One KPAC/KDNC course   |  |
| KPED 292   | Introduction to Elementary School PE                                 |
| EDPY 200   | Introduction to Educational Psychology or Education option           |
| EDIT 302   | Instructional Application of Technology                              |
| EDUC 250   | The Profession of Teaching   |
| * Participation in KNSS 280 requires that all students to complete and return a participant information package in early August. If you do not receive the participant information package by the end of July please contact the Kinesiology Department at 403-342-3201. |  |

For transfer and course selection specifics it is strongly recommended that students see an Academic Advisor.

**BPE/BEd (Secondary Route)****Year 1**

|                      |  |
|----------------------|--|
| KNSS 200             | Structural Anatomy                                       |
| KNSS 201             | Biomechanics   |
| KNSS 204             | Sociocultural Foundations of P.E. Leisure & Sport        |
| KNSS 210             | Fitness & Wellness Theory & Practice                     |
| KNSS 270             | Leadership & Instruction in Physical Activity            |
| KDNC 200             | Spectrum of Dance in Society                             |
| One KPAC/KDNC course |  |
| ENGL 219/ENGL 220    | Essay Composition and Critical Reading/Literary Analysis |

Two Minor courses

**Year 2**

|                      |  |
|----------------------|--|
| PSIO 258             | Elementary Physiology I  |
| KNSS 205             | History of Sport   |
| KNSS 240             | Adapted Physical Education   |
| KNSS 250             | Intro to the Admin of Sport, Physical Activity & Recreation Programs |
| KNSS 260             | Introduction to Coaching   |
| One KPAC/KDNC course |  |
| KPED 294             | Introduction to the Movement of Activities of Youth                  |
| EDIT 302             | Instructional Application of Technology                              |
| EDPY 200             | Introduction to Educational Psychology                               |

2 Minor Courses

For transfer and course selection specifics it is strongly recommended that students see an Academic Advisor.

**University of Calgary****Bachelor of Kinesiology****Year 1**

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                                |
| KNSS 201 | Biomechanics                                      |
| KNSS 204 | Sociocultural Foundations of P.E. Leisure & Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice            |
| KNSS 240 | Adapted Physical Education                        |
| KNSS 270 | Leadership & Instruction in Physical Activity     |
| KDNC 200 | The Spectrum of Dance in Society                  |

Two Approved Options

Two Physical Activity Courses - KPAC/KDNC or KNSS 280\*

**Year 2**

|  |                              |
|--|------------------------------|
| PSIO 258   | Elementary Physiology I      |
| PSIO 259   | Elementary Physiology II     |
| KNSS 205   | History of Sport             |
| KNSS 209   | Measurement and Evaluation   |
| KNSS 244   | Introduction to Nutrition    |
| KNSS 307   | Growth and Development       |
| BIOL 217   | Introduction to Cell Biology |
| Two Physical Activity Courses - KPAC/KDNC or KNSS 280* |                              |

Two of:

One Approved Option

|          |  |
|----------|--|
| KNSS 203 | Skill Acquisition & Performance                                      |
| KNSS 220 | Introduction to Athletic Therapy                                     |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity & Recreation Programs |
| KNSS 253 | Psychological Sport Performance                                      |
| KNSS 260 | Introduction to Coaching Theory                                      |
| KNSS 299 | Directed Studies in Kinesiology and Sport Studies                    |
| INTD 240 | Integrated Arts Approach to Movement                                 |

\* Participation in KNSS 280 requires that all students to complete and return a participant information package in early August. If you do not receive the participant information package by the end of July please contact the Kinesiology Department at 403-342-3201.

**Note:** Students should plan to take KNSS 200, PSIO 258, PSIO 259, and BIOL 217 at RDC before transferring to U of C.

Approved Options should be selected after consultation with an Academic Advisor and considering the major you will choose upon transferring.

General Major Approved Options are: ENGL 219 and/or PSYC 260.

Students interested in pursuing the Leadership in Pedagogy and Coaching Major at the U of C should discuss, with an academic advisor, requirements for admission to this program at U of C prior to commencement of their RDC Kinesiology program.

**University of Lethbridge**

Students apply to the Kinesiology program at RDC

- Bachelor of Arts (Kinesiology)
- Bachelor of Arts (Kinesiology)/Bachelor of Education (Physical Education) (5-year program)
- Bachelor of Science (Kinesiology)
- Bachelor of Science (Exercise Science)

For transfer and course selection specifics students are directed to see an Academic Advisor.

**Program Cost Estimates - 2013/2014****Year 1**

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,576.00 |
| Student Association Fees     | \$ 160.00   |
| Fees                         | \$ 79.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 288.00   |
| Books/Materials              | \$ 1,000.00 |
| Total                        | \$ 5,403.00 |

**Year 2**

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,352.50 |
| Student Association Fees     | \$ 150.00   |
| Fees                         | \$ 70.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 270.00   |
| Books/Materials              | \$ 1,000.00 |
| Total                        | \$ 5,142.50 |

**Graduation Requirements**

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

# Bachelor of Science and Pre- Professional Programs

See page 23 for general information.

## The Program

The objective of these programs is to provide access to the first and, in some cases, the second year of study toward "general" or "subject specific" programs which can be transferred to the provincial universities.

The "subject specific" programs provide education in the conventional scientific disciplines. You can take a number of options, but the number and sequence of the science courses is more rigid than in the "general" program.

The "general" program gives you the flexibility to build a science program around your personal strengths and interests by blending the "subject specific" areas. This is done by declaring a major and minor subject.

The "pre-professional" programs are designed to meet the admission requirements of professional schools (such as medicine, dentistry, veterinary medicine, pharmacy, optometry, and chiropractic medicine). Pre-professional course work for Dental Hygiene and Medical Laboratory Science is also available (apply to BSc General). Admission to professional programs is very competitive, and you should plan your program so that you have the option of completing a science degree if your admission into the professional program is denied or delayed.

In many cases, transfer from one major to another can be arranged with a minimal loss in study time.

## Transfer Features

You may transfer up to 20 course equivalents taken at Red Deer College to the university of your choice. The courses you select must meet the program requirements of that specific university. Before planning your program and registering, you should decide to which university you will transfer, and in what subject area (major) you want to specialize.

Transfer depends on proper course selection, credit hours completed, grade point average (G.P.A.), and other requirements. The minimum stated G.P.A. does not guarantee admission to a professional program.

## Laboratory Safety Requirements

Chemistry: You must have a lab coat and safety glasses to take part in Chemistry labs. You can buy these items at the College Bookstore.

## Course Selection

Note: Not all the courses listed under the programs may be offered every academic year.

When selecting courses, the Arts and Science options are defined as:

| <u>Arts Option</u> | <u>Science Option</u> |
|--------------------|-----------------------|
| Anthropology       | Astronomy*            |
| Art*               | Biochemistry          |
| Drama*             | Biology               |
| Economics          | Chemistry             |
| English            | Computing             |
| French             | Science*              |
|                    | Genetics              |
|                    | *Geography            |
| *Geography         | (230/231)             |
| (except 230/231)   | Mathematics           |
| History            | Microbiology          |
| Music*             | Physics               |
| Philosophy         | Physiology*           |
| Political Science  | *Psychology           |
| Psychology         | (260)                 |
| (except 260)       | Statistics            |
| Sociology          | Zoology*              |
| Spanish            |                       |

\*Does not apply at some universities. Check with Academic Advisors.

## Program Readmission

See page 10.

## Graduation Requirements

You must pass 20 term university transfer courses or a minimum of 60 credit hours, and achieve a minimum cumulative GPA of 2.00 to receive a Diploma in University Transfer Studies.

# Bachelor of Science General Program

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 or general information.

## One-Year or Two-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## The Program

The BSc General program gives you a broad education in more than one branch of study. Students either complete two majors or one major and one minor. Majors are chosen from ten science subject areas.

If you enroll in the General program and intend to transfer to a BSc Specialization or Honors program in the Faculty of Science at U of A, carefully follow the requirements for the latter program when selecting your courses consult an Academic Advisor. This applies to all students intending to transfer to the Universities of Calgary or Lethbridge which do not offer a BSc General program.

## Transfer Features

This program transfers to BSc General at U of A and also allows for subsequent transfer to University of Alberta BSc Specialization and Honours programs if admission requirements are met for those programs. It also allows for transfer to University of Calgary BSc Honours and Majors programs and to majors in The University of Lethbridge BSc program.

**Note:** There are some major/minor combinations which have required courses (usually in the second year) that are not offered at Red Deer College. Students taking these combinations can either take other (transferable) courses during a second year or can transfer after their first year at Red Deer College.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- ELA 30-1
- Mathematics 30-1
- Two of Biology 30, Chemistry 30, Mathematics 31, Physics 30
- Subject from Group A, B, or C (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- ELA 30-1
- Mathematics 30-1
- Two of Biology 30, Chemistry 30, Mathematics 31, Physics 30

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

The following outlines provide a basic understanding of program content but do not contain details regarding specific course requirements. This information is current at the time of publication but may change as the universities change their requirements.

## University of Alberta

A major subject area is chosen from Biological Sciences, Chemistry, Computer Sciences, Earth & Atmospheric Sciences, Mathematical Sciences, Mathematics, Physical Sciences, Physics, Science Psychology, and Statistics & Applied Probability. A major should be chosen when registering for year two courses.

The student has the option of choosing a minor subject in the faculties of Science, Arts or Business. If the minor subject chosen is from Arts, any requirements as specified by the Faculty of Arts must be met. Please see U of A Calendar for minor subject areas in the Faculty of Arts. See note below concerning the Business Minor.

A major and minor in Sciences may not share courses from the same department. For example, the following combinations are not allowed:

Earth Sciences/Arts Geography  
Science Psychology/Arts  
Psychology

Courses in a major or minor subject area may not overlap. For example, if the major is Mathematical Sciences and the minor is Statistics, the major would consist of Mathematics courses and Computing Science courses but no Statistics courses. The minor would consist exclusively of Statistics courses.

See U of A calendar for details on courses required for majors and minors.

## Please note these are U of A credits

### Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
Two junior MATH, STAT, CMPT (6 credits)  
Two junior PHYS, CHEM, ASTR (6 credits)  
Two junior BIOL, GEOG, PSYC (6 credits)  
Two junior Arts or Science Options (6 credits)

### Suggested Pattern Year 2

12 credits toward major  
6 credits toward minor  
12 credits towards Arts or Science Options, major and/or minor

## NOTES:

Students with a major or minor in chemistry are recommended to complete CHEM 211/CHEM 212 in year one and CHEM 351/CHEM 352 in year two.

Options in Arts or Sciences are chosen from transferable courses from: ANTH, ASTR, ART, BIOG, BIOL (not 209), CHEM, CLAS, CMPT 201, DRAM, ECON, FILM, FREN, GENE, GEOG, HIST, MATH, MUSE, MUSI, PHIL, PHYS, POLI, PSYC (not 312), SOCI, SPAN, STAT, ZOOL.

**BSc General with Business Minor**

Admission to BSc General with a Business Minor is competitive. Admission to the minor is by application after year one with preference given to those who apply at this point in their program. Applicants must present ENGL 219/220, ECON 201/202, MATH 202 or MATH 203, one of MATH, STAT, CMPT 201; and 6 credits in Physical Sciences (Physics or Chemistry) or 6 credits taken from Biology, Science Geography, or Science Psychology. See Planning Guides in Academic Advising for further information.

**University of Lethbridge****Please note these are U of L credits**

The pattern below is an example of BSc General using Biological Sciences, Chemistry, and Mathematics for the three science streams. See Planning Guides in Academic Advising for further information.

**Suggested Pattern Year 1**

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
MATH 202 (or 203)/MATH 204 (6 credits)  
2 Fine Arts or Humanities Requirements (6 credits)  
2 Social Science Requirements (6 credits)

**Suggested Pattern Year 2**

CHEM elective (3 credits)  
BIOL 317/BIOL 318 (6 credits)  
One of MATH 221, STAT 251 (3 credits)  
2 Fine Arts or Humanities Requirements (6 credits)  
2 Social Science Requirements (6 credits)  
2 Electives (6 credits)

**U of L's General Liberal Education Requirement (GLER)**

A maximum of four courses from one department may be used in meeting the General Liberal Education Requirement. Math and Computer Science are counted as separate departments for a Science Major. Biology (BIOL), Microbiology (MICR), Zoology (ZOOL), Botany (BOTA), and Genetics (GENE) are considered part of the Biological Sciences Department.

**Fine Arts and Humanities** transferable courses in ART, DRAM, ENGL, FREN, HIST, MUSI (not MUSI 210, 213, or 214), PHIL, SPAN plus other courses as noted in the academic planning guide.

**Social Sciences** transferable courses in ANTH (all non-Science and non-Humanities ANTH courses), ECON, GEOG 251, GEOG 381, GEOG 382, KNSS (except KNSS 280), POLI, PSYC (excluding PSYC 260 and other Science PSYC courses), SOCI plus other courses as noted in academic planning guides..

**Sciences** transferable courses in BIOC, BIOL, CHEM, CMPT, MATH, PHYS, PSIO, STAT, ZOOL plus other courses as noted in academic planning guide.

**Program Cost Estimates - 2013/2014****Year 1**

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,245.50        |
| Student Association Fees     | \$ 190.00          |
| Fees                         | \$ 120.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$6,398.50         |

**Year 2**

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$4,246.50         |
| Student Association Fees     | \$ 190.00          |
| Fees                         | \$ 120.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$ 6,398.50        |



# Bachelor of Science in Agriculture

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

Students in BSc Agriculture will choose a major from Agricultural and Resource Economics, Animal Science, Crop Science, Range and Pasture Management or Sustainable Agricultural Systems. The major must be chosen before entering the third year but may be chosen as early as the beginning of the first year.

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- Provincial and federal government
  - inspectors
  - administrators
  - researchers
- Commercial and industrial
  - sales and promotion personnel
  - researchers
- Self-employment as farmers and ranchers
- Graduates also play an important role in discussing and solving ecological problems. This involvement is found in many areas of the work force.

## The Program

The Red Deer College program is a modified first year of study that provides credit for the first year of Bachelor of Science Agriculture. It is strongly recommended that students complete all junior requirements before taking senior courses.

## Transfer Features

The courses in this program can be transferred in full to BSc Agriculture at University of Alberta. Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30-1
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, C, or D (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note that these credits are U of A credits.**

### One Core Program for all majors:

ECON 201/202 (6 credits)

ENGL 219/220 (6 credits)

MATH 202 (or MATH 203)/STAT 251 (6 credits)

2 of: BIOL 217, 218, 317, 318 (6 credits)

1 Elective (3 credits)

1 of: BUS 303, COMM 271, or COMM 361 (3 credits)

## Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,245.50        |
| Student Association Fees     | \$ 190.00          |
| Fees                         | \$ 120.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$ 6,398.50        |

# Bachelor of Science in Agricultural Food Business Management

## Chairperson

Dr. Bryan Rowsell

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## One-Year University Pre-Professional Program

Students in BSc Agricultural Food Business Management will choose one specialization: Agricultural Business Management, Food Processing Business Management, or Food Service Business Management. This must be chosen before entering third year, but may be chosen as early as the beginning of the first year.

For the most current university program and transfer information, see the Planning Guides in Academic Advising.

## Related Careers

Agricultural/Food Business Management graduates develop a strong understanding of business concepts and principles as applied to either the agricultural industry or the food industry. Graduates have a basic knowledge of the technical processes involved.

## The Program

The Red Deer College program is a pre-professional year that prepares the student for admission to the degree program. Normally, three additional years of study are required.

## Transfer Features

The courses in this program can be transferred in full to BSc Agricultural Food Business Management program at University of Alberta. Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Subject from Group A, B, C or D (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

## University of Alberta

### Suggested Pattern Year 1

#### Agriculture Business Management/Food Business Management

One of: BIOL 217, 218 (3 credits)

ECON 201/ECON 202 (6 credits)

MATH 202 (or MATH 203)/STAT 251 (6 credits)

COMM 271 or COMM 361 (3 credits)

ENGL 219/220 (6 credits)

2 Electives (6 credits)

## Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,246.50 |
| Student Association Fees     | \$ 190.00   |
| Fees                         | \$ 120.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 342.00   |
| Books/Materials              | \$ 1,200.00 |
| Total                        | \$ 6,398.50 |

# Bachelor of Science in Atmospheric Sciences and Bachelor of Science Environmental Earth Sciences

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

Earth and Atmospheric Sciences is the study of the atmosphere, surface and interior of the earth.

For the most current university program and transfer information, see the Planning Guides in Academic Advising.

## Related Careers

- All levels of government
  - planning commissions
  - urban and housing project planning
  - parks and recreation planning
  - energy and natural resources planning
  - overseas service
- Teaching (with BEd)
- Cartography (map-making)

## The Program

Red Deer College offers the pre-professional year for BSc Atmospheric Sciences and the first year of university study toward BSc Environmental Earth Sciences.

## Transfer Features

The courses offered in this program can be transferred to most universities.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1
- c. Chemistry 30
- d. Physics 30
- e. Biology 30 \* **OR**
- f. Subject from Group A, B, or C (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1
- c. Chemistry 30
- d. Physics 30
- e. Biology 30 \*

\* For the Environmental Earth Sciences program only.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1

#### Environmental Earth Sciences

CHEM 211/CHEM 212 (6 credits)

ENGL 219/ENGL 220 (6 credits)

Two of: GEOG 230, GEOG 231, Arts Option (6 credits)

MATH 202( or MATH 203/MATH 204 (6 credits)

Physics (6 credits)

## Atmospheric Sciences

ENGL 219/ENGL 220 (6 credits)

Two of: GEOG 230, GEOG 231, Arts Option (6 credits)

MATH 202 (or 203)/204 (6 credits)

Physics 241/247 (6 credits)

MATH 221, STAT 251 (6 credits)

## Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,246.50        |
| Student Association Fees     | \$ 190.00          |
| Fees                         | \$ 120.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | \$ <u>1,200.00</u> |
| Total                        | \$ 6,398.50        |

# Bachelor of Science in Biochemistry

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- Provincial and federal government
  - technologists in pure and applied research
- Hospital laboratories
  - technologists in clinical Biochemistry
- Industrial laboratories, including food technology and drug industry
  - research
  - analytical control
  - developmental work
- Teaching
- Graduate studies

## The Program

Red Deer College offers one year of studies toward BSc Biochemistry.

There is a broad range of science courses in the program, allowing for easy transfer to other programs. These include Chemistry, various Biology programs, and some pre-professional programs.

## Transfer Features

The courses offered in this program can be transferred to most universities. The courses you select must meet the program requirements of the university chosen.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

## University of Alberta

### Suggested Pattern Year 1

BIOL 217 (3 credits)  
CHEM 211/CHEM 212/CHEM 351 (9 credits)  
PHYS 205/PHYS 226 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
MATH 202 (or MATH 203)/MATH 204, MATH 221 or STAT 251 (6 credits)

## Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$4,246.50         |
| Student Association Fees     | \$ 190.00          |
| Fees                         | \$ 120.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$6,398.50         |

# Bachelor of Science in Biological Sciences

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- Elementary or high school teacher (with certification)
- Graduate school (continued studies)
- Research and development
  - universities
  - medical schools
  - research institutes
  - government agencies
  - private companies
- Public service
  - park service
  - field biologists

## The Program

Red Deer College offers the first one or two years of study toward a degree in biological sciences at Alberta universities. Details of the University of Alberta, University of Calgary and The University of Lethbridge programs are given below.

## Transfer Features

The courses offered in this program can be transferred in full to most universities. The courses you select must meet the program requirements of the university chosen. You should be prepared to choose a major within the biological sciences.

A transfer student may obtain up to 2 full years credit in Biological Sciences at U of A, U of C, or U of L (Alberta Transfer Guide [www.transferralberta.ca](http://www.transferralberta.ca)).

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, or C (Physics 30 or Mathematics 31 strongly recommended)  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 or Science Option (6 credits)  
Science Option/CHEM 351 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
STAT 251/one of MATH 202, 203, or 221 (6 credits)

#### Suggested Pattern Year 2

A variety of offerings exist - Animal Biology, Ecology, Evolutionary Biology, Microbiology, and Molecular Genetics. The appropriate courses depend upon the major you have chosen. See an academic advisor for details.

## University of Calgary

**Note:** Physics 30 is recommended for this program.

**Please note these credits are U of C credits.**

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
Breadth Requirement/CHEM 351 or Breadth Requirement (6 credits)  
MATH 202 (or MATH 203)/MATH 221 or MATH 204 (6 credits)  
PHYS 205 or Option/PHYS 226 or Option (6 credits)

#### Year 2

See an academic advisor for information.

## University of Lethbridge

**Please note these credits are U of L credits.**

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
STAT 251 (3 credits)  
Fine Arts or Humanities (6 credits)  
Social Sciences (6 credits)  
One of: MATH 202, MATH 203 or MATH 221 (3 credits)

#### Year 2

See an academic advisor for information.

## Canadian University College

Canadian University College provides students with the opportunity to transfer into its Bachelor of Science (Three- and Four-yr) Biology programs. To meet the core, cognate, and major requirements for transfer into this program, consult with an Academic Advisor.

## Program Cost Estimates - 2013/2014

### Year 1 & 2

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |



# Bachelor of Science in Chemistry

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

Chemists conduct research to develop new or improved materials, compounds, and substances. They are employed in a wide variety of industries, including

- chemical
- pharmaceutical
- metal
- manufacturing
- health
- government
- petrochemical
- mineral
- pulp and paper
- utilities
- education

Completing BSc Chemistry can lead to work in industry or be a step toward a career in teaching, medicine, etc. The specialization program prepares you for a career as a professional chemist in research or industrial labs, or it can prepare you for graduate work in chemistry.

Chemists also work in technical sales and service, and in managing regulatory programs. Employment for chemists is expected to grow in the chemical products, chemical service, and environmental fields.

## The Program

Red Deer College offers the first year of studies.

## Transfer Features

The courses offered in this program can be transferred to most universities. The courses you select must meet the program requirement of the university chosen.

## Admission Requirements

1. **Minimum average of 60% with no mark below 50% in:**
  - a. Chemistry 30
  - b. ELA 30-1
  - c. Mathematics 30-1
  - d. Physics 30
  - e. Subject from Group A, B, or C (Mathematics 31 recommended) (See "Alberta Grade 12 Course Groups," page 8)

OR

2. **Mature Student**

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Chemistry 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Physics 30 (Mathematics 31 recommended.)

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A, U of C and U of L credits.**

### University of Alberta

#### Suggested Pattern Year 1 (Honours or Specialization)

CHEM 211/CHEM 212/CHEM 351 (9 credits)  
ENGL 219/ENGL 220 or ENGL 219/Arts Option (6 credits)  
MATH 202 (or MATH 203)/MATH 204 (6 credits)  
PHYS 241/PHYS 247 (6 credits)  
Science Option (3 credits)

### University of Calgary

#### Suggested Pattern Year 1

CHEM 211/CHEM 212 (6 credits)  
Option (3 credits)  
MATH 202 (or MATH 203)/MATH 204/MATH 221 (9 credits)  
PHYS 205/PHYS 226 (6 credits)  
3 Non-Science Options (9 credits)

### University of Lethbridge

#### Suggested Pattern Year 1

CHEM 211/CHEM 212 (6 credits)  
PHYS 241 (3 credits)  
MATH 202 (or MATH 203)/MATH 204/MATH 221 (9 credits)  
Fine Arts or Humanities requirements\* (6 credits)  
Social Science requirements\* (6 credits)

## Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Engineering

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

Engineers deal with the planning, design, construction, testing, management, or operation of facilities.

Civil engineers design bridges, roads, airports, pipelines, dams, ships, buildings, transportation systems, and urban systems.

Mechanical engineers are involved in energy production and use, combustion processes, vehicle design, and propulsion systems design.

Chemical engineers deal with chemical processes. They design and analyze systems involving organic materials, nuclear fuels, and food processing.

Electrical engineers work with communication, navigation, controls, electronics, power, and instrumentation systems.

Computer engineers design new computer systems and applications.

Other engineering programs available at U of A or U of C are material science, engineering physics, mining, petroleum, biomedical, geomatics, manufacturing and software.

## The Program

The first year of studies at Red Deer College will provide you with an understanding of mathematics and physical sciences such as Physics and Chemistry. You will apply this understanding to solving engineering problems in such courses as Engineering Statics, Dynamics and Design.

You will take one course in computer programming so as to use computers in solving engineering problems. You will also use computer-aided graphics.

You must also learn to communicate effectively in the English language.

## Transfer Features

The courses in this program can be transferred in full to University of Alberta or University of Calgary or University of Saskatchewan or University of Regina. You must decide on the transfer university when you enter the program. It is imperative that students who will apply to University of Alberta take the full first year in one academic year.

## Admission Requirements

### 1. Minimum average of 65% with no mark below 50% in:

- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Mathematics 31
- Physics 30

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Other Requirements

- That the Engineering program admission be contingent upon submission of a personal profile as described in Other Requirement #2 and completion of an information session with members of the engineering faculty as described in Other Requirements #3.

- A written personal profile describing student's goals, commitment, knowledge, interests, and expectations. A detailed description of the topics for the profile will be provided.
- An information session with members of the Engineering Faculty to inform students about the engineering program.

## Program Content

**Please note these credits are U of A and U of C credits.**

For University of Calgary transfer:

CHEM 203/CHEM 205 (6 credits)  
ENCP 200 (3 credits)  
ENGG 230 (3 credits)  
ENPH 231 (3 credits)  
PHYS 269/PHYS 359 (6 credits)  
MATH 212/MATH 213/MATH 223 (9 credits)  
Complementary Studies Course (3 credits)

For University of Alberta transfer:

CHEM 203/CHEM 205 (4.3+3.8 credits)  
ENCP 200 (3.8 credits)  
ENGG 200 (2 credits)  
ENGG 230 (4 credits)  
ENPH 231 (4.3 credits)  
PHYS 269 (3.8 credits)  
MATH 212/MATH 213/MATH 223 (4+3.5+3.5 credits)  
Complementary Studies Course (3 credits)

For transfer to the University of Saskatchewan or University of Regina, see Planning Guides in Academic Advising.

## Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,693.50        |
| Student Association Fees     | \$ 210.00          |
| Fees                         | \$ 65.00           |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 378.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$ 6,846.50        |

# Bachelor of Science in Environmental & Conservation Sciences

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

Students in BSc Environmental and Conservation Sciences will choose one major: Conservation Biology, Environmental Economics and Policy, Human Dimensions of Environmental Management, Land Reclamation, or Wildlife and Rangeland Resources.

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

BSc Environmental and Conservation Sciences is for students interested in environmental and conservation issues. Graduates have a strong background in both the basic and applied sciences. They are able to evaluate effects of human land use on plant, soil, water, animal, and human resources and to assess and facilitate conservation, reclamation, and remediation measures for natural and damaged ecosystems. They are not only reactive but also agents for positive, responsible stewardship and change.

## Transfer Features

The courses in this program can be transferred in full to BSc in Environmental and Conservation Sciences at University of Alberta. Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, C or D  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1

BIOL 218 (3 credits)  
CHEM 211/CHEM 351 (6 credits)  
ECON 201/ECON 202 (6 credits)  
ENGL 219/one of ENGL 220, COMM 271 or COMM 361 (6 credits)  
MATH 202 (or MATH 203)/STAT 251 (6 credits)  
Free Elective (3 credits)

## Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science Environmental Science or Bachelor of Science Environmental Management

## Chairperson

Dr. Bryan Rowsell

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## **Two-Year University Transfer Program**

Red Deer College offers the first two years of study towards BSc Environmental Science or BSc Environmental Management at Royal Roads University in Victoria, British Columbia. A unique feature of this BSc Environmental science program is the intensive 12-month program that allows students with at least two years of post-secondary education to complete the degree in just one year.

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

These degrees give students the scientific skills essential to problem solving and skills that can immediately be applied to the workplace. The program produces graduates who are capable decision makers on issues of environmental concern in government or industry. Students are employed in a range of environmental jobs.

## Transfer Features

Admission to BSc Environmental Science or BSc Environmental Management is competitive and based on the following criteria: completion of a minimum 60 credits (including 24 credits in required prerequisite courses) and an overall GPA of B (3.00). Flexible admission is available for students who may be missing certain academic prerequisites but who have significant, relevant work experience (contact an academic advisor).

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1 or Mathematics 30
- Subject from Group A, B, C or D (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1 or Mathematics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

### Suggested Pattern Year 1

ENGL 219/220 (6 credits)

Two of BIOL 217, 218, 317, 318 (6 credits)

CHEM 211/CHEM 212 or 351 (6 credits)

4 Options (12 credits)

### Year 2

See an Academic Advisor

### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Forestry

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

A growing interest in forest management, resource management, and preservation of the natural ecology means an increasing number of jobs in the field of Forestry.

There are jobs in many federal and provincial government agencies. Typical jobs include

- silviculture
- reforestation
- forest tree improvement
- forest management
- fire control
- forest research

## The Program

Red Deer College offers a modified first year of study that provides credit for first year of BSc Forestry.

## Transfer Features

The courses in this program can be transferred in full to BSc Forestry at University of Alberta. Note that this recommended program does not correspond exactly with the first year at the University of Alberta (some courses are from subsequent years in the program). Refer to the University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, C, or D (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

Please note these credits are U of A credits.

### Forestry

#### Suggested Patten Year 1

COMM 271 or COMM 361 (3 credits)  
CHEM 211 (3 credits)  
ECON 201/ECON 202 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
MATH 202 (or MATH 203)/STAT 251 (6 credits)  
2 Free Electives (6 credits)

#### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |



# Bachelor of Science in Forest Business Management

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

This program develops graduates with the abilities required of foresters and of business professionals. Graduates should appreciate the need to manage forested areas with due concern for all resources and be capable of managing forested areas as integrated ecological entities. Graduates should also fully understand and appreciate the business management skills needed to manage organizations effectively and efficiently within the forest industry.

BSc Forest Business Management is intended to prepare students for careers as professional foresters and is for individuals planning careers focusing on forest practices, but who also demand specialized knowledge in business management practices. The Forest Business Management program prepares students for careers as Registered Professional Foresters. Graduates may immediately apply to the Alberta Registered Professional Foresters Association to complete the registration process.

## The Program

The Red Deer College program is a pre-professional year that prepares the student for admission to the degree program. Normally, three additional years of study are required.

## Transfer Features

The courses in this program can be transferred in full to BSc Forest Business Management at University of Alberta. Note that this suggested course sequence does not correspond exactly with the first year at University of Alberta (some courses are from subsequent years in the program). Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, C, or D  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### Suggested Pattern Year 1

CHEM 211 (3 credits)  
ECON 201/ECON 202 (6 credits)  
ENGL 219/COMM 271 or COMM 361 (6 credits)  
MATH 202 (or MATH 203)/STAT 251 (6 credits)  
Two of ACCT 202, BUS 303, BADM 132 (6 credits)  
1 Free Elective (3 credits)

### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Human Ecology

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

Human Ecology is about people and their environments, including their home, clothing, family, and community. From fashion design, to textile science, to credit counseling and skills education to community development and services, Human Ecologists have the skills to enhance both their own and other's lives. Beginning in 2000 new programs have been designed to meet professional development and potential job opportunities. Students in BSc in Human Ecology will choose one major: Family Ecology or Textiles and Clothing.

## Two-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

### Clothing and Textiles (including Textile Science)

Fashion and textile design  
Functional clothing design (military, sportswear)  
Textile testing, textile science and quality control  
Museum conservation and curatorship  
Fashion business management  
Fashion media  
Interior design

### Family Ecology

Consumer education and advocacy  
Financial counselling/planning  
Family and sexuality education  
Child care program planning  
Child welfare  
Career counseling  
Addictions counseling  
Community development  
Community nutrition and health  
Immigrant and refugee family services

Cross-cultural program planning  
International development  
Cultural policy and program development  
Health promotion and education

## Transfer Features

The courses in this program can be transferred in full to BSc Human Ecology program at the University of Alberta. Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Chemistry 30 or Biology 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Subject from Group A or C
- e. Subject from Group A, B, C, or D  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Chemistry 30 or Biology 30
- b. ELA 30-1
- c. Mathematics 30-1

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: If you plan to major in the science aspects of Clothing and Textiles you should present Chemistry 30. You may present Clothing and Textiles 30 or 5 credits in advanced CTS Fashion Studies strands for admission.

## Program Content

**Please note these credits are U of A credits.**

### Suggested Pattern Year 1

ECON 201/202 (6 credits)  
Social Science or Humanities Core (3 credits)  
SOCI 310 or STAT 251 (3 credits)  
ENGL 219/ENGL 220 (6 credits)  
1 Free Elective (3 credits)  
COMM 271 or COMM 361 (3 credits)  
2 Science Requirements (6 credits)

### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Mathematics or Statistics or Math and Economics

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- business
- industry
- government
- teaching
- private consulting

## The Program

Red Deer College offers the first year of studies toward BSc Specialization in Actuarial Sciences, Mathematics, Computational Science, Mathematics & Economics, and Mathematics & Finance; BSc Specialization or Honors in Statistics.

## Transfer Features

The courses offered in this program can be transferred to most universities.

## Admission Requirements

### 1. Minimum average of 60% and no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1
- c. Mathematics 31
- d. Physics 30
- e. 30-level subject from Group A or C (science recommended)  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student:

You must be 19 years of age or older, out of school for at least one full year before the program starts, and have a minimum average of 60% and no mark lower than 50% in the following courses or their equivalents:

- a. ELA 30-1
- b. Mathematics 30-1
- c. Mathematics 31
- d. Physics 30

Note: At least one other 30-level science subject will be required for science options.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1 Mathematics, Computational Science (Mathematics) & Specialization or Honors in Statistics

ENGL 219/ENGL 220 (6 credits)  
MATH 203/MATH 204/MATH 221 (9 credits)  
CMPT 201 (3 credits)  
4 Options (12 credits)

#### Suggested Pattern Year 1 Mathematics and Finance

ECON 201/ECON 202 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
MATH 203/MATH 204/MATH 221 (9 credits)  
STAT 251 (3 credits)  
CMPT 201 (3 credits)  
1 Option (3 credits)

### Suggested Pattern Year 1

#### Mathematics and Economics

ECON 201/ECON 202 (6 credits)  
STAT 251 (3 credits)  
MATH 203, MATH 204, MATH 221 (9 credits)  
ENGL 219/ENGL 220 (6 credits)  
CMPT 201 (3 credits)  
1 Option (3 credits)

### University of Calgary

#### Suggested Pattern Year 1 Mathematics and Statistics

MATH 201 (or MATH 203)/MATH 204/MATH 221 (9 credits)  
5 Non-Science Options (15 credits)  
2 Options (6 credits)

### Program Cost Estimates - 2013/2014

|                              |            |
|------------------------------|------------|
| Tuition                      | \$4,246.50 |
| Student Association Fees     | \$ 190.00  |
| Fees                         | \$ 120.00  |
| Activity & Wellness Fee      | \$ 44.00   |
| Facility, Service & Tech Fee | \$ 342.00  |
| Books/Materials              | \$1,200.00 |
| Total                        | \$6,398.50 |

# Bachelor of Science in Nutrition and Food Science

## Chairperson

Dr. Bryan Rowsell

E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

## One Year University Transfer Program

This program is offered in the Faculty of Agricultural, Life, and Environmental Sciences at University of Alberta.

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

Nutrition and Food Science involves applying basic sciences (Chemistry, Biology, Biochemistry, and Microbiology) to the processing, preservation, and distribution of food. Graduates will find work in all aspects of the food handling industry:

- dietitians
  - home economists
  - nutritionists
- government
  - control of food processing
- private industry
  - food processing
- international agencies
  - Canadian International Development Agency
  - United Nations
- research
  - food handling, processing, and preserving

## The Program

The program at Red Deer College is one year of study toward Bachelor of Science Nutrition and Food Science.

Three majors are offered: Food Science and Technology, Nutrition and Food, and Nutrition. The Food Science and Technology Major meets the guidelines of the Canadian Institute of Food Science and Technology (CIFST) and the Institute of Food Technologists (IFT). The Nutritional Science Major, with appropriate courses chosen from the approved program electives, is accredited by the Dietitians of Canada. Students planning to be Registered Dietitians should carefully read the information provided in the University of Alberta calendar.

## Transfer Features

The courses in this program can be transferred in full to BSc Nutrition and Food Sciences at University of Alberta. Refer to University of Alberta calendar for the complete listing of courses under the Faculty of Agricultural, Life and Environmental Sciences.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Subject from Group A, B, C, or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Community Health, Foods, Forestry or Wildlife.

(See "Alberta Grade 12 Course Groups", page 8)

OR

## 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Food Science & Technology Major and Nutrition and Food Major

BIOL 217 (3 credits)  
KNSS 244 (3 credits)  
ECON 201/ECON 202 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
Mathematics Core/Core Requirement or Free Elective (6 credits)

### Nutrition

ECON 201/ECON 202 (6 credits)  
BIOL 217 (3 credits)  
KNSS 244 (3 credits)  
ENGL 219/ENGL 220 (6 credits)  
CHEM 211/CHEM 212/ CHEM 351 (9 credits)  
STAT 251 (3 credits)

### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Physics or Geophysics

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- condensed matter physicists
- industrial and applied physicists
- atomic and molecular physicists
- geophysicists
- particle physicists
- medical physicists
- mathematical physicists
- astronomers
- meteorologists
- optical physicists

Physicists are involved in the development of such products as the CANDU reactor and the computer-aided Magnetic Resonance Imaging (M.R.I.) technology. Some physicists provide weather-forecasting services, monitor the environment, and teach physics.

## The Program

Red Deer College offers the first year of studies toward honours or specialization BSc Physics or Geophysics.

## Transfer Features

The courses offered in this program can be transferred to most universities. However, some of these courses do not satisfy the physics program requirements at U of C.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Chemistry 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Physics 30
- e. Subject from Group A, B, or C (Mathematics 31 recommended)  
(See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Chemistry 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1

##### Physics

MATH 202 (or MATH 203)/MATH 204/  
MATH 221 (9 credits)  
PHYS 241/PHYS 247 (6 credits)  
3 Arts Option (9 credits)  
2 Science Options (6 credits)

## Geophysics

CHEM 211/CHEM 212 or CHEM 351 (6 credits)  
PHYS 241/PHYS 247 (6 credits)  
MATH 202 (or MATH 203)/MATH 204/MATH 221 (9 credits)  
3 Arts Options (9 credits)

## Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |



# Bachelor of Science in Physiology

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## One Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- research assistant
- government biological laboratories
- pharmaceutical laboratories
- clinical investigation
- Master's Degrees and medical research units in hospital
- similar, but more senior positions, to those above
- the most suitable honors program to prepare for a career in medicine

## The Program

Red Deer College offers the first year of studies toward Honors BSc Physiology.

## Transfer Features

The courses offered in this program can be transferred to most universities.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. Chemistry 30
- c. ELA 30-1
- d. Mathematics 30-1
- e. Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
CHEM 251/CHEM 352 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
2 Arts or Science Options (6 credits)

### Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

# Bachelor of Science in Psychology

## Chairperson

Dr. Bryan Rowsell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630  
See page 23 for general information.

## Two-Year University Transfer Program

For the most current university program and transfer information, see Planning Guides in Academic Advising.

## Related Careers

- social services
- advertising
- government and civil service
- research
- retail sales
- administration
- law enforcement and corrections
- counselling
- industrial relations
- public relations
- management
- radio and television
- real estate
- recreation
- journalism
- insurance
- urban planning
- consulting

Through graduate studies in Psychology, students may become chartered psychologists, working in clinical settings with clients who have emotional problems or mental illness. They may also study to become research psychologists in one of the many areas of psychology. Graduates may also go on to professional studies in fields such as medicine, law, or business.

Psychology graduates generally have superior skills in problem solving, critical thinking, collecting, analyzing and interpreting data, writing and communicating.

## The Program

Red Deer College offers the first two years of studies toward specialization and honors BSc Psychology.

## Transfer Features

The courses offered in this program can be transferred to most universities. The courses you select must meet the program requirements of the university chosen.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. Biology 30
  - b. ELA 30-1
  - c. Mathematics 30-1
  - d. Chemistry 30 or Physics 30
  - e. Subject from Group A, B, or C (Math 31 recommended)
- (See "Alberta Grade 12 Course Groups," page 8)

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. Biology 30
- b. ELA 30-1
- c. Mathematics 30-1
- d. Chemistry 30 or Physics 30

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

**Please note these credits are U of A credits.**

### University of Alberta (Honours or Specialization)

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM or PHYS (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
PSYC 260/PSYC 261 (6 credits)  
2 of MATH 202 (or MATH 203), MATH 204, MATH 221, CMPT 201 (6 Credits)

#### Suggested Pattern Year 2 (Honors)

PSYC 312 (6 credits)  
PSYC 369 (3 credits)  
PSYC 375 (3 credits)  
2 of: PSYC 341, PSYC 353, PSYC 358, PSYC 383 (6 credits)  
2 of: ANTH, ECON, POLI &/or SOCI (6 credits)  
2 Science Options (6 credits)

## Suggested Pattern Year 2 (Specialization)

2 of: PSYC 353, PSYC 383, PSYC 341, PSYC 358 (6 credits)  
PSYC 312 (6 credits)  
PSYC 369, PSYC 375 (6 credits)  
4 Arts &/or Science Options (12 credits)

**Please note these credits are U of C credits.**

### University of Calgary

#### Suggested Pattern Year 1

ENGL 219/ENGL 220 (6 credits)  
PSYC 260/PSYC 261 (6 credits)  
BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
MATH 202 (or 203) (3 credits)  
PHYS 205 or MATH 221 (3 credits)

#### Suggested Pattern Year 2

PSYC 312 (6 credits)  
4 Senior Psychology courses (12 credits)  
4 Breadth Requirements (12 credits)

**Please note these credits are U of L credits.**

### University of Lethbridge

#### Suggested Pattern Year 1

PSYC 260/PSYC 261 (6 credits)  
3 Electives (Sciences recommended) (9 credits)  
2 Fine Arts or Humanities Requirements (6 credits)  
3 Social Science Requirements (9 credits)

#### Suggested Pattern Year 2

PSYC 312 (6 credits)  
PSYC 375/PSYC 341 (6 credits)  
4 Electives (Sciences recommended) (12 credits)  
2 Fine Arts or Humanities Requirements (6 credits)

## Program Cost Estimates - 2013/2014

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 120.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,200.00</u> |
| Total                        | \$6,398.50        |

## Bachelor of Science

## Pre-Professional Programs

**Chairperson**

Dr. Bryan Rowsell

E-mail: inquire@rdc.ab.ca

Local calls: 403-342-3400

Toll Free: 1-888-732-4630

See page 23 for general information.

Pre-professional course work for **Dental Hygiene and Medical Laboratory Science** is available at Red Deer College. Please see the Chairperson or an Academic Advisor.

Please note that course work for pre-professional programs varies as per university. It is a student's responsibility to ensure they are taking correct pre-professional coursework when applying to a University **other** than specified in the Calendar.

For the most current university program and transfer information, see the Planning Guides in Academic Advising.

**International Students and Students Applying to Programs Outside of their Home Province**

You are advised to consult the calendar of the institution to which you will be applying regarding its policy on admitting international and out-of-province students. This may vary between institutions.

**Pre-Professional Program for****Chiropractic****Pre-Professional Program****Related Careers**

- private practitioner
- research

**The Program**

With the exception of the New Zealand College of Chiropractic, a Pre-Chiropractic program requires three years of post-secondary study. RDC offers the first two years after which the third year is completed at a university.

In Canada, the Canadian Memorial Chiropractic College in Toronto offers the Doctor of Chiropractic program in English and the Université du Québec offers Doctorat en Chiropractique in French. Students may also attend one of the many chiropractic colleges in the United States or the New Zealand College of Chiropractic.

The New Zealand College of Chiropractic requirements can be met at RDC after two years of study. The New Zealand College of Chiropractic does not require a third year of study at a university.

**Program Admission Features**

Admission to the Pre-Professional Program for Chiropractic at Red Deer College does not guarantee admission to a chiropractic college. You should fulfill the Pre-Professional Program to meet chiropractic college admission requirements and also design your program so you can work towards a Bachelor's degree. Competitive admission to professional programs requires a high grade point average. Check with universities to be aware of specific admission requirements.

**Admission Requirements****1. Minimum average of 60% with no mark below 50% in:**

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Subject from Group A, B or C\* (See "Alberta Grade 12 Course Groups," page 8)

**Note:** \*Physics 30 required for most chiropractic colleges in the U.S.A.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Program Content**

Admission to chiropractic colleges requires a minimum of two or three full years of university study while some colleges require a Bachelor's degree. You must make sure you meet admission and minimum course load requirements for the professional program as well as your alternate degree program.

Minimum program content includes:

**Suggested Pattern Year 1**

BIOL 217/BIOL 218 (6 credits)

CHEM 211/CHEM 212 (6 credits)

ENGL 219/ENGL 220 (6 credits)

PSYC 260 (3 credits)

Social Sciences or Humanities (9 credits)

**Year 2**

See an academic advisor for details.

## Pre-Professional Program for

# Dentistry

## Two Year Pre-Professional Program

### Related Careers

- private practice
- various provincial and federal government agencies
- the Armed Forces Royal Canadian Dental Corps

### The Program

The Pre-Dentistry program is the first two years of a Bachelor of Science program, tailored to meet the admission requirements of the Doctor of Dental Surgery program at the University of Alberta.

### Program Admission Features

This program is designed to prepare students to meet admission requirements to The Doctor of Dental Surgery (DDS) program in the Faculty of Medicine and Dentistry at the University of Alberta. Competitive admission to professional programs requires a high grade point average. You should check with universities to be aware of specific admission requirements.

Because space is limited in the Dentistry program at University of Alberta, admission to the Pre-Professional Program for Dentistry at Red Deer College does not guarantee admission to University of Alberta. You should meet all of the Pre-Dentistry requirements, but also design your program so that you can complete a Bachelor of Science degree.

Consult U of A Calendar for other admission requirements.

Selecting the right courses for the first two years is vital when choosing courses for the Pre-Professional Program for Dentistry at University of Alberta. You must see an academic advisor before selecting courses.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

You must make sure you meet admission and minimum course load requirements for the professional program as well as your alternate BSc program.

### University of Alberta

**Please note these credits are U of A credits.**

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
ENGL 219/ENGL 220 (6 credits)  
3 Arts or Science options (9 credits)  
CHEM 351 (3 credits)

#### Year 2

See an academic advisor for details.

## Pre-Professional Program for

# Medicine

## Two Year Pre-Professional Program

### Related Careers

Apart from general practice, there are over 30 specialties of study and practice. There are also many fields of research and further study.

### The Program

The Pre-Medicine program is the first two years of a Bachelor of Science program.

### Program Admission Features

This program is designed to meet the admission requirements of the Doctor of Medicine programs at both University of Alberta and University of Calgary.

The Pre-Professional Medicine program is a minimum two full years of post-secondary study. You must maintain the required GPA to be considered for admission to Medicine. Competitive admission to professional programs requires a high grade point average. You should check with universities to be aware of specific admission requirements.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- English 30 or ELA 30-1
- Mathematics 30 or Mathematics 30-1
- Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

You must make sure you meet admission and minimum course load requirements for the professional program as well as your alternate BSc program.

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212/CHEM 351 (9 credits)  
ENGL 219/ENGL 220 (6 credits)  
MATH 202 (or MATH 203) or Arts Option (3 credits)  
STAT 251 (3 credits)  
1 Arts Option (3 credits)

#### Year 2

See an academic advisor for details.

**Pre-Professional Program for**

# Optometry

**Pre-Professional Program****Related Careers**

- clinical practice
  - private clinics
  - partnerships
- public health units
- education services
- public or industrial consultants
- research and advanced study

**The Program**

The Pre-Optometry program at RDC is the first two years of the three year pre-professional program required for admission to Doctor of Optometry at University of Waterloo in Waterloo, Ontario. Your third year of study will be completed at a university of your choice. You must make sure you meet admission and minimum course load requirements for the professional program as well as your alternate degree program.

**Program Admission Features**

Admission to the Pre-Optometry program at Red Deer College does not guarantee admission to Doctor of Optometry at University of Waterloo. You should meet the admission requirements of the professional school, and also design your program so that you can complete a Bachelor of Science degree. Competitive admission to professional programs requires a high grade point average. You should check with universities to be aware of specific admission requirements.

**Admission Requirements****1. Minimum average of 60% with no mark below 50% in:**

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Physics 30

**Program Content****Suggested Pattern Year 1**

BIOL 217/BIOL 218 (6 credits)  
 CHEM 211/CHEM 351 (6 credits)  
 ENGL 219 (3 credits)  
 MATH 202 (or MATH 203) /STAT 251 (6 credits)  
 3 Arts or Science Options (9 credits)

**Year 2**

See an academic advisor.

**Pre-Professional Program for**

# Pharmacy

**Two-Year Pre-Professional Program****Related Careers**

- retail pharmacies
- hospital pharmacies
- non-hospital health care services
- government agencies
- pharmaceutical industry including drug inspection and research, pharmaceutical marketing and sales, and administration.

**The Program**

The Pre-Pharmacy program is the first two years of a Bachelor of Science program tailored to meet the admission requirements to BSc Pharmacy in the Faculty of Pharmacy and Pharmaceutical Sciences at University of Alberta.

**Program Admission Features**

Admission to BSc Pharmacy requires completion of a minimum of one year of pre-professional course work and a high grade point average. Admission to the pre-professional program at RDC does not guarantee admission to the professional program. You should check with the university to be aware of specific admission requirements.

**RDC Admission Requirements****1. Minimum average of 60% with no mark below 50% in:**

- Biology 30
  - Chemistry 30
  - ELA 30-1
  - Mathematics 30-1
  - Subject from Group A, B, or C (Physics 30 recommended)
- (See "Alberta Grade 12 Course Groups," page 8)

OR

**2. Mature Student:**

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1 (Physics 30 recommended)

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Program Content**

You must make sure you meet admission and minimum course load requirements for the professional program as well as your alternate BSc program.

**Suggested Pattern Year 1**

BIOL 217 (3 credits)  
 CHEM 211/CHEM 212 (6 credits)  
 CHEM 351 (3 credits)  
 ENGL 219/ENGL 220 (6 credits)  
 MATH 202 (or MATH 203)/STAT 251 (6 credits)  
 2 Options (6 credits)

**Suggested Pattern Year 2**

BIOC 393 or BIOC 301 (3 credits)  
 CHEM 352 (3 credits)  
 8 Options (24 credits)

For transfer and course selection specifics it is strongly recommended that students see an Academic Advisor.



## Pre-Professional Program for

# Veterinary Medicine

## Two-Year Pre-Professional Program (University of Saskatchewan)

### Related Careers

Graduates find work in both private practice and government agencies. Their work involves caring for the health of farm livestock, poultry, and pet animals; also areas such as public health work, health care of zoo animals, and the field of veterinary research.

### The Program

The Pre-Veterinary Medicine program is the first two years of a Bachelor of Science program, tailored to meet the admission requirements of the Western College of Veterinary Medicine (WCVN) at University of Saskatchewan in Saskatoon, Saskatchewan.

### Program Admission Features

The Western College of Veterinary Medicine requires successful completion of 20 specific courses plus a high GPA to be eligible for admission.

Please note that University of Saskatchewan strongly encourages prospective students to work towards obtaining a Bachelor of Science degree while preparing for admission to the Doctor of Veterinary Medicine program. Most successful applicants have 3 or 4-years of university study prior to admission.

Admission to Red Deer College does not guarantee admission to WCVN at University of Saskatchewan. The quota for Alberta students is 20 per year. Competitive admission to professional programs requires a high grade point average. You should check with universities to be aware of specific admission requirements.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Physics 30

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

**Please note these credits are U of S credits.**

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212/CHEM 351 (9 credits)  
ENGL 219/ENGL 220 (6 credits)  
Two of MATH 202 (or MATH 203), MATH 204, MATH 221 or STAT 251 (6 credits)  
1 Option (3 credits)

#### Suggested Pattern Year 2

BIOC 393 (3 credits)  
BIOL 317 (3 credits)  
MICR 365 (3 credits)  
PHYS 205 (3 credits)  
GENE 370 (3 credits)  
CHEM 352 or Option (3 credits)  
4 Options (12 credits)

## Pre-Professional Program for

# Veterinary Medicine

## Two-Year Pre-Professional Program (University of Calgary)

### Related Careers

The program will prepare graduates for work in both private practice (community and rural practise), and government agencies. and also such areas as public health work, health care of zoo animals and the field of veterinary research.

### The Program

This pre-professional Doctor of Veterinary medicine may fulfill credit towards a Bachelor of Science, or other degree program.

### Program Admission Features

The University of Calgary Veterinary Medicine (UCVM) program requires successful completion of 48 credits of full time post secondary course work (4 full time post secondary terms) to be eligible for admission consideration. Applicants must complete 10 required courses (30 credits) plus another 18 credits of course work. UCVM will not normally consider applicants who present required courses taken more than 10 years prior to the application date. Admission is highly competitive, meeting admission criteria does not necessarily guarantee admission to UCVM, and only residents of Alberta are eligible to apply. UCVM strongly encourages students to apply to the program as soon as they meet the minimum requirements. The requirements can be met after two years at RDC.

Prospective veterinary medicine students are advised to design their 2 year program to meet admission requirements at UCVM while pursuing an alternate degree suitable to their interests and possible future employment.

### Admission Requirements

#### 1. Minimum average of 60% with no mark below 50% in:

- Biology 30
- Chemistry 30
- ELA 30-1
- Mathematics 30-1
- Subject from Group A, B, or C (Physics 30 recommended - required for U of S)

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

**Please note these are U of C credits**

#### Suggested Pattern Year 1

BIOL 217/BIOL 218 (6 credits)  
CHEM 211/CHEM 212 (6 credits)  
CHEM 351 or STAT 251 (3 credits)  
ENGL 219 (3 credits)  
2 Option (6 credits)

#### Year 2

Please see an Academic Advisor

# APPRENTICESHIP & TRADES

## Trades & Industry Training

### Pre-Employment

Pre-Employment programs are offered on an open enrollment cost recovery basis in different trades areas including:

- Electrical
- Heavy Equipment Technician
- Welding

These programs vary in length and will be offered at varying times. They will provide first period and some second period Apprenticeship shop and theory training.

### Admission Requirements

These vary with program. To qualify for the Apprenticeship Provincial exam, students must successfully complete the Pre-employment program.

### Certification

You will receive a Red Deer College Certificate of Completion upon successfully meeting the course requirements. The programs are recognized by Apprenticeship & Industry Training.

### Open Enrollment Programs include:

- Transportation Safety Director
- Power Engineering
- Master Electrician
- Air Brake Q Endorsement
- Occupational Health and Safety
- Woodworking - Introduction to Cabinet and Furniture Making
- Basic Welding - GTAW-TIG Level 1
- Pumpinstaller
- Water Well Driller - Online
- Rig Tech - Level 1 on-line
- CWB and B-Pressure Testing
- "B" Pressure for Journeyman Welders

For more information call 403-342-3442 or <http://continuingeducation.rdc.ab.ca>

## Apprenticeship Training

*Patricia Rokosh, Dean, Office 2915-M  
Phone: (403)342-3100 OR (888-475-1101) OR  
Alberta Advanced Education & Technology  
Apprenticeship and Industry Training (local  
regional office) at (403)340-5151.  
[www.tradesecrets.gov.ab.ca](http://www.tradesecrets.gov.ab.ca)*

### The Programs

Red Deer College has 15 apprenticeship programs leading to journeyman status:

**Automotive Service Technician** - 4 years including four 8-week in-class sessions. Services and repairs automobiles and light trucks.

**Carpenter** - 4 years including four 8-week in-class sessions. Works with wood and wood substitutes in the construction of buildings and other structures.

**Cook** - 3 years including three 240 hours in-class sessions. Cooks prepare food in eating establishments including hotels, restaurants, institutions, trains and ships. Their major responsibilities are nutrition, food costs and sanitation.

RDC now offers all 3 periods of training.. The program operates on a Weekly Apprenticeship Training System (WATS) model providing technical training in short segments (one day a week) over an extended period of time (30 or 40 weeks), thereby enabling the apprentice to remain employed full time while training.

**Electrician** - 4 years including three 8-week and one 12-week in-class sessions. Installs, alters, repairs and maintains electrical systems to supply heat, light, power, controls and signals or fire alarms.

**Heavy Equipment Technician** - 4 years including four 8-week in-class sessions. Maintenance and repairs of heavy vehicles, other heavy industrial mobile and stationary equipment.

**Instrument Technician** - 4 years including two 8-weeks in the 1st and 2nd year and two 10-weeks in the 3rd and 4th years. Instrument technicians install, maintain and repair the measuring and control instruments used in industrial and commercial processing. RDC is now offering all 4 years of training.

**Locksmith** - 4 years including four 8-week in-class sessions or distance delivery. Installs, replaces, rebuilds, rearranges, repairs or readjusts locking devices or safes; makes keys; and circumvents locking devices. Training also available through Distance Delivery.

**Millwright** - 4 years, including four 8 week in-class sessions. Millwrights install, maintain, repair and troubleshoot stationary industrial machinery and mechanical equipment in factories, production plants and recreational facilities. Red Deer College now offers all 4 periods of training.

**Parts Technician & Materials Technician**  
The new trade resulting from the merging of the Parts Technician trade and the Warehousing occupation has two branches: Parts Technician and Parts Technician - Materials Technician. The Parts Technician branch of the trade is a 3-year program with a technical training format of 6-8-6 weeks in its respective 1st, 2nd and 3rd period. Parts Technicians manage and dispense parts inventories, which may include automotive, heavy duty, farm implement, industrial, recreational vehicle, jobbers, plumbing, electrical, etc. They may also be responsible for stock handling, warehousing, identifying and cataloguing parts and assemblies as well as ordering, receiving, inspecting, sorting, pricing and selling, depending on business areas. Red Deer College now offers all three years of training.

**Plumber** - 4 years including four 8-week in-class sessions. Installs piping, fixtures, appliances, equipment and controls for water, gases and sanitation purposes in residential and commercial establishments.

**Rig Technician** - 3 years, including three 4 week in-class sessions.

Rig Technicians operate oil and gas drilling rigs. There are three levels of training and each period of technical training consists of 4 weeks of in-class sessions. Graduates of the Rig Technician apprenticeship program are certified journeypersons who will be able to take responsibility for personal safety and the safety of others, supervise, coach and train apprentices and floor hands and perform the duties of a Motorhand (Level 1), Derrickhand (Level 2) or Driller (Level 3). They also perform assigned tasks in accordance with quality and production standards required by Industry.

**Sprinkler Systems Installer** - 4 years including three 8-week in-class sessions  
Installs and maintains fixed fire extinguishing systems.

**Steamfitter/Pipefitter** - 3 years, including three 8-week in-class sessions  
Installs and maintains piping, equipment and controls for hot water, steam, process and chemical systems in industrial and commercial establishments.

**Water Well Driller** - 2 years including two 6-week in-class sessions  
Drills, installs and services water wells, and installs and services water well pumping systems.

**Welder** - 3 years including three 8-week in-class sessions  
Joins metal by fusion using oxyacetylene flame, electric arc or other welding processes.

## Trade Careers - A Smart Choice

[www.tradesecrets.gov.ab.ca](http://www.tradesecrets.gov.ab.ca)

Trades careers have a lot going for the skilled men and women who work in them, more than most of them imagined when they first started out!

- many trades offer the right kind of challenge as they are highly technical, involve math and science, and are changing quickly
- a trade career can lead to supervision, management, the professions and business entrepreneurship
- most tradespeople can write a "Red Seal" exam and earn an Interprovincial Standards Red Seal on their journeyman certificate. The Red Seal is widely recognized by industry as a standard of excellence.
- pay rates vary; generally they are good
- while some trades occasionally are affected by temporary economic slowdowns, the aging workforce means an overall increase in future demand for skilled tradespeople. Employers need people with the right skills!

## Learning a Trade

### Apprenticeship Program

#### Apprenticeship: The short story

An apprentice is someone learning a trade while he or she is employed.

Apprenticeship is a combination of on-the-job training, work experience and technical training in a trade.

Apprentices spend about 80% of the time learning on-the-job from a qualified tradesperson. The rest of the time they take technical training, usually at a college or technical institution. Depending on the trade and the region in Alberta, there may be other methods of delivery of technical training.

An apprenticeship program lasts 1 to 4 years, depending on the trade. From day one, apprentices earn money for their time on the job. First-year apprentices earn about half of a journeyman's wage. The pay increases as the training progresses.

When apprentices successfully complete their apprenticeship program, they graduate to certified journeymen. The Alberta Journeyman Certificate proves to themselves and to any future employer that they meet Alberta's high industry standards.

There are 50 approximately apprenticeable trades in Alberta (See Trades & Occupations)

**Who can enter an apprenticeship program?** Age doesn't matter. You can enter apprenticeship during high school or any time after. Most first-time apprentices are in their late teens or early 20s.

To be an apprentice you need to:

- complete grade 12 (some trades do not require Grade 12, but many employers prefer to hire high school graduates),
- or
- write and pass an entrance exam,
- or
- take part in the Registered Apprenticeship Program (RAP) while you're still in high school, earning an income and credit toward your apprenticeship and your high school diploma.

In many cases, students who have taken certain Career and Technology Studies (CTS) program modules may receive credits toward an apprenticeship. The same applies for those who have taken certain kinds of post-secondary training. These credits can shorten the time it takes to complete an apprenticeship and become a certified journeyman.

A person who has previous training or work experience in a trade and wants to find out if they qualify for entry or advanced standing in an apprenticeship program may apply for a Prior Learning Assessment.

Aboriginal people interested in becoming an apprentice to learn a trade may find useful information in the Step Into the Trades brochure and on the ThinkTrades website.

### 'OK, I'm interested. What's next?'

#### Step One: Choose a trade

Check the list of apprenticeable trades and narrow your choices (see Trades & Occupations). Get as much information as you can about your choices from school counsellors, the Internet, your local library, or your nearest Apprenticeship and Industry Training Office.

Next, talk to people working in the trades that interest you. Speak to their employers – maybe they'll let you 'job-shadow' to see what the day-to-day work is like. Ask lots of questions!

#### Step Two: Find an employer

Thousands of employers hire and train apprentices, however, there's no getting around the fact that finding an employer to train you is the hardest part of the process. You must be employed to be an apprentice.

#### Step Three: Apply

Once you have an employer, download and print an Apprenticeship Training Application/ Contract or contact any of the offices for an application. You and your employer complete the application/ contract, and you return it to one of Apprenticeship and Industry Training offices. Then they will help you with Step Four.

#### Step Four: The Apprenticeship Contract

The application/contract is an agreement between you and your employer. It outlines the responsibilities of each participant during your apprenticeship program.

You are responsible for completing both your technical and on-the-job training.

Your employer is responsible for paying you a certain percentage of the journeyman wage rate, increasing your pay as you progress through training, training you on the job, and for allowing you to attend technical training.

Technical training can involve 4 to 12 weeks of classroom sessions annually. In some trades alternate delivery methods are available including distance learning, weekly apprenticeship training (attend classes one day a week), and Competency-Based Apprenticeship Training (CBAT).

#### Year-by-year: Do it!

To move from one year (or period) of apprenticeship to the next, and to receive your wage increases, each year you must:

- have the required number of months of on-the-job training
- have the required number of hours of on-the-job training
- successfully complete technical training
- pass the industry exams
- ensure your Record Book is updated by your employer,
- send your Record Book to the nearest Apprenticeship and Industry Training Office for a Certificate of Progress stamp

#### How much does apprenticeship training cost?

There is a tuition fee for technical training. Like all other adult learners, apprentices pay a portion of the cost of their training. The apprentice must pay the tuition fee to the educational institution before commencement of the class.

Tuition fees are presently under review and subject to change.

Tuition Fees for 2013/14 are:

#### 4 weeks class length

|                                |           |
|--------------------------------|-----------|
| Tuition                        | \$ 394.00 |
| Shop/Material Fee              | \$ 67.50  |
| Student Association            | \$ 20.00  |
| Activity & Wellness Fee        | \$ 22.00  |
| Facilities, Service & Tech Fee | \$ 36.00  |
| Total                          | \$ 539.50 |

#### 6 weeks class length

|                                |           |
|--------------------------------|-----------|
| Tuition                        | \$ 591.00 |
| Shop/Material Fee              | \$ 67.50  |
| Student Association            | \$ 30.00  |
| Activity & Wellness Fee        | \$ 22.00  |
| Facilities, Service & Tech Fee | \$ 54.00  |
| Total                          | \$ 764.50 |

#### 7 weeks class length

|                                 |           |
|---------------------------------|-----------|
| Tuition                         | \$ 689.50 |
| Shop/Material Fee               | \$ 67.50  |
| Student Association             | \$ 35.00  |
| Activity & Wellness Fee         | \$ 22.00  |
| Facilities, Services & Tech Fee | \$ 63.00  |
| Total                           | \$ 877.00 |

#### 8 weeks class length

|                                 |           |
|---------------------------------|-----------|
| Tuition                         | \$ 788.00 |
| Shop/Material Fee               | \$ 67.50  |
| Student Association             | \$ 40.00  |
| Activity & Wellness Fee         | \$ 22.00  |
| Facilities, Services & Tech Fee | \$ 72.00  |
| Total                           | \$ 989.50 |

#### 10 weeks class length

|                                 |            |
|---------------------------------|------------|
| Tuition                         | \$ 985.00  |
| Shop/Material Fee               | \$ 67.50   |
| Student Association             | \$ 50.00   |
| Activity & Wellness Fee         | \$ 22.00   |
| Facilities, Services & Tech Fee | \$ 90.00   |
| Total                           | \$1,214.50 |

#### 12 weeks class length

|                                 |            |
|---------------------------------|------------|
| Tuition                         | \$1,182.00 |
| Shop/Material Fee               | \$ 67.50   |
| Student Association             | \$ 60.00   |
| Activity & Wellness Fee         | \$ 22.00   |
| Facilities, Services & Tech Fee | \$ 108.00  |
| Total                           | \$1,439.50 |

All Apprenticeship E-Campus courses will be assessed an additional \$50.00 E-Campus Technology Fee. The above fees do not include textbooks or modules.

Additional costs include student association, locker, parking and other facility fees, textbooks and other classroom materials. Apprentices who must travel to receive technical training are responsible for travel, accommodation and meals.

Financial assistance is available to apprentices in a variety of forms:

- Several scholarships are available for apprentices. Sources include Red Deer College, the Federal Government, and the Provincial Government
- Most apprentices are eligible for employment insurance (EI) while attending technical training.
- Based on need, financial assistance may be available to apprentices while attending training through Alberta Works - Apprenticeship Grant.

More information and applications are available at the Student Funding & Awards Office - Room 1101, by telephoning 403-342-3254 or by e-mailing [financialaid@rdc.ab.ca](mailto:financialaid@rdc.ab.ca). How do apprentices register for technical training?

In May of each year, employers and apprentices receive a mailing from Apprenticeship and Industry Training that includes information about where and when training is available, and instructions on how to apply at each institute or college.

The apprentice, after consulting with their employer, applies directly to the institute or college before the training starts.

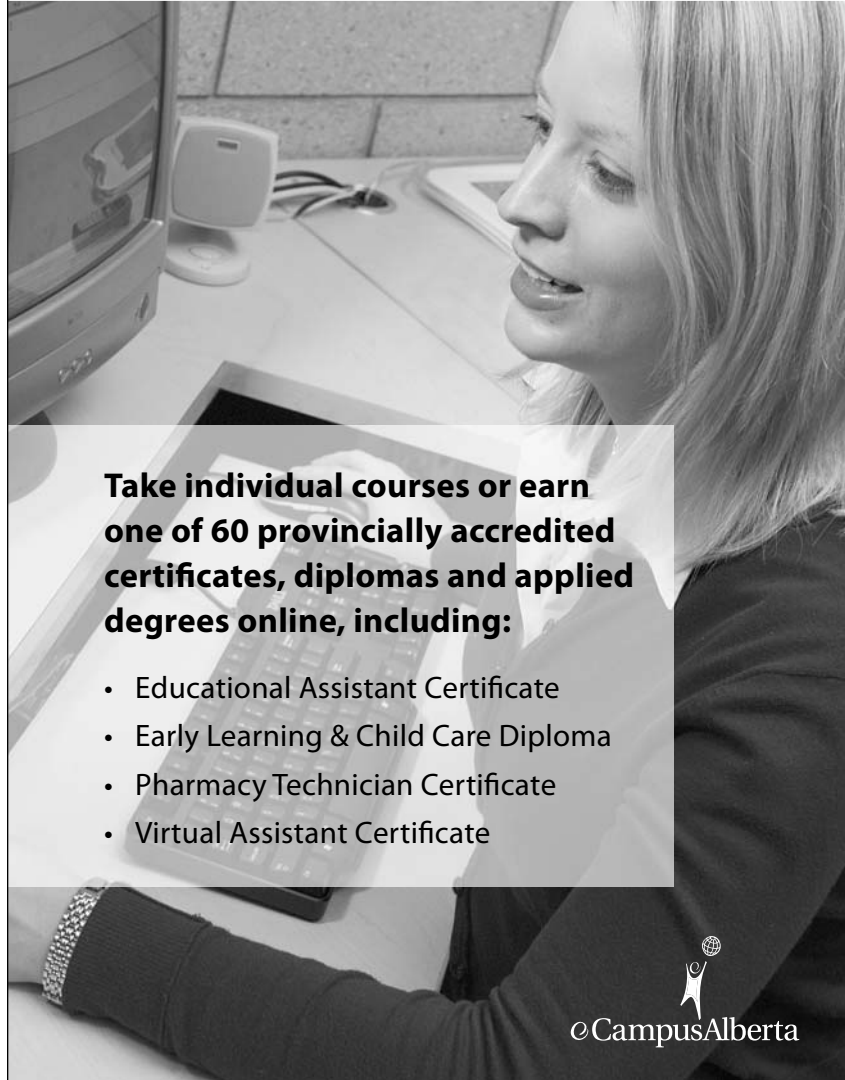
- Class registration is on a first-come, first-served basis. Early application is recommended because training space may be limited.
- The apprentice may need to pay either the full tuition fee or a deposit at the time of application.

The institute or college will verify the apprentices eligibility and provide written confirmation of registration to both the apprentice and the employer.

**For more information about Alberta's Apprenticeship Program**

[www.tradesecrets.gov.ab.ca](http://www.tradesecrets.gov.ab.ca)

## eCampus online learning opportunities here!



**Take individual courses or earn one of 60 provincially accredited certificates, diplomas and applied degrees online, including:**

- Educational Assistant Certificate
- Early Learning & Child Care Diploma
- Pharmacy Technician Certificate
- Virtual Assistant Certificate

 eCampusAlberta

**eCampusAlberta** is your connection to 15 post-secondary institutions and technical institutes within Alberta, including Red Deer College, that have formed a partnership to offer increased access to high quality learning opportunities.

 **RDC**

when you get here you understand

For more information | [www.rdc.ab.ca/distance\\_learning](http://www.rdc.ab.ca/distance_learning) | 403.357.3664



# CERTIFICATE & DIPLOMA PROGRAMS

Red Deer College offers diplomas and/or certificates, or both, in many different career areas:

## Certificates

- Automotive Service
- Career & Academic Preparation
- Carpentry & Construction
- Computer Systems
  - Networking
  - Software Developer
- Early Learning & Child Care
- Educational Assistant
- Health Related Programs
  - Guided Practice Course
  - Health Care Aide
- Hospitality and Tourism Management
- Medical Laboratory Assistant
- Office Technology
- Open Studies
- Pharmacy Technician
- Transitional/Vocational Program
- Unit Clerk Program
- Virtual Assistant

## Diplomas

- Automation & Manufacturing Engineering Tech
- Business Administration
- Computer Systems
  - Computer Information Systems Diploma
  - Network Systems Technology Diploma
- Early Learning & Child Care
- Electrical Engineering Technology
- Financial Services
- Hospitality and Tourism Management
- Kinesiology and Sport Studies
- Legal Assistant Diploma
- Motion Picture Arts
- Music
- Occupational Therapist & Physiotherapist Assistant
- Practical Nurse
- Social Work
- Theatre and Entertainment Production
- Theatre Performance and Creation
- Visual Art

- Alternate Delivery
  - Communications
  - Educational Assistant (formerly Teachers Assistant)
  - High School Equivalency
  - Office Administration
  - Pharmacy Technician
  - Virtual Assistant
- Career Development Certificate Programs
  - Multimedia Web Developer
  - Professional Bookkeeping
  - Alberta Senior Citizens Housing Association/Red Deer College Certificate
    - Site Managers
    - Activity Coordinators
  - University of Alberta/Red Deer College Certificate
    - Occupational Health & Safety
  - English as a Second Language
  - Pre-Trades
- Other Training Opportunities
  - Aviation
  - Professional Accountant
  - Continuing Education (credit-free programming)

Two programs that can lead you to an education equivalent to Alberta High School, and prepare you to go on to other programs at the College:

- Career and Academic Preparation
- Open Studies

Employment readiness and job skills training are available:

- Trades Introduction Programs
- Transitional/Vocational

Programs in trades lead to journeyman status:

- Apprenticeship Training

The College offers support courses for Sky Wings Aviation Academy:

- Aviation

Continuing Education offers a wide range of credit-free courses, seminars, workshops, and other programs.

# Automation & Manufacturing Engineering Technology

## Contact

Patricia Rokosh  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two Year Diploma

### The Program

The Automation and Manufacturing industry is growing rapidly and the Automation and Manufacturing Engineering Technology (AMET) program comes as a natural response to meet this growth. Graduates of this program will have general mechanical engineering knowledge such as materials, thermodynamics, management and more, in addition to the required skills and knowledge to compete effectively in the mechanical engineering field. AMET is a program that combines problem solving skills, analytical and lean thinking, strong troubleshooting practices and project management skills. This combination will prepare AMET graduates for rewarding careers in the field of Automation and Manufacturing. Students of this program will be exposed to industry highly demand topics such as NDT, CIM, Lean, and FMEA. The components of this program were developed based on feedback from industry stakeholders to meet the needs and expectations of an exciting and diversified career area. Graduates will meet the National Technology Benchmarks of their field and will develop knowledge and skills that enable them to:

- communicate design ideas by producing sketches, 2D and 3D drawings and prototypes
- prepare product specifications for manufacturing
- demonstrate high level of technical communications and critical thinking skills
- use project management principles to plan and execute projects
- conduct failure analysis to identify defects and risks in products
- operate various metal removal machines including CNC
- demonstrate the understanding of plastics manufacturing
- write functional programs for robotics and utilize PLCs

- apply math, physics and other science topics to solve design problems
- comply with industry standards of safety, ethics, and workplace practices

### Related Careers

As a graduate from AMET, you may find employment with firms that manufacture products such as valves, pressure vessels, agricultural equipment, oilfield equipment, lumber, medical testing equipment and other hydraulic firms. There are other employment opportunities with engineering consulting firms in design, fabrication, production and quality control as well as in municipal and government agencies.

- Engineering Research and Development Technician
- Manufacturing and Process Automation Technician
- Testing, Structure and Design Technician
- Process Planning and Improvement Coordinator/Manager
- Fabrication Coordinator of Metal/Non-Metal Products
- Technical Sales Position
- Steel Fabricators Quality Assurance Manager
- CAD Operator/Designer Mechanical Components, Sales Estimator

### Admission Requirements

A minimum average of 65% with no mark below 50% in:

- ELA 30-1 or ELA 30-2 or equivalent
- Mathematics 30-1 or equivalent
- Physics 20 or equivalent
- Two of Chemistry 30, Mathematics 31, Physics 30, Science 30 or of Computer Science Advanced-Level CTS (5 credits) or equivalent.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Other Requirements

**Note:** Applicants are required to have a laptop computer that uses Microsoft Windows 7 as the operating system. Please contact the Chairperson for the minimum specifications.

**Note:** Applicants may be required to undergo a Criminal Records Check to the satisfaction of some agencies where they might be placed for practicum experiences. The existence of a Criminal Record may affect practicum placement and program completion; therefore impacting future employment prospects. The decision to accept or reject a student for placement or observation experience based on the results of the criminal record check would rest solely with the respective organization.

### Program Content

#### Year 1

|          |                                |
|----------|--------------------------------|
| GET 100  | Professional Practice          |
| GET 105  | Engineering Communications     |
| GET 110  | Math and Differential Calculus |
| GET 115  | Advanced Calculus              |
| GET 120  | Statistics                     |
| AMET 100 | Physics                        |
| AMET 105 | Engineering Drafting           |
| AMET 110 | Engineering Management         |
| AMET 115 | Metrology                      |
| AMET 120 | Statics                        |
| AMET 125 | Materials Science              |
| AMET 130 | Fluid Mechanics                |
| AMET 135 | Thermodynamics                 |
| AMET 140 | Computer Aided Design          |
| AMET 145 | Manufacturing I                |

#### Year 2

|          |                                |
|----------|--------------------------------|
| GET 125  | Microcontroller Applications I |
| AMET 200 | Fundamentals of FMEA           |
| AMET 205 | Dynamics                       |
| AMET 210 | Building systems               |
| AMET 215 | Pneumatics and Hydraulics      |
| AMET 220 | Strength of Materials          |
| AMET 225 | Tool and Fixture Design        |
| AMET 230 | Robotics                       |
| AMET 235 | CIM                            |
| AMET 245 | Manufacturing II               |
| AMET 246 | Manufacturing III              |
| AMET 249 | CNC Manufacturing              |
| AMET 250 | Control Systems                |
| AMET 255 | AMET Capstone Project I        |
| AMET 256 | AMET Capstone Project II       |

### Graduation Requirements

The student must pass all courses and achieve a minimum cumulative GPA of 2.00.

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 4,246.50 |
| Student Association Fees     | \$ 190.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 342.00   |
| Books/Materials              | \$ 2,300.00 |
| Total                        | \$ 7,378.50 |

|                              |             |
|------------------------------|-------------|
| Year 2                       |             |
| Tuition                      | \$ 4,134.75 |
| Student Association Fees     | \$ 185.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 333.00   |
| Books/Materials              | \$ 1,200.00 |
| Total                        | \$ 6,152.75 |

# Automotive Service

### Contact

Gilbert Renaud  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### One Year Certificate

#### The Program

This Certificate provides students with the knowledge, skills and experience to enter automotive service occupations. Students will learn basic skills in repairing, maintaining and overhauling a motor vehicle. Students will also learn skills for success in the workplace (communication skills, computer literacy, customer service, team work and conflict management). The program covers the complete content of the First Period of Automotive Service Apprenticeship technical training. Graduates will be eligible to challenge the First Period Automotive Services Technician apprenticeship exam.

Once employed, graduates of the Certificate may continue their education by enrolling in Automotive Service Technician apprenticeship. When indentured as an apprentice, the time at Red Deer College may be used as a credit towards apprenticeship. Other graduates will find employment in jobs in automotive service, parts, small engine repair, sales, RV repair, and repair of agricultural machinery.

#### Admission Requirements

1. 50% in Math 10C or 50% in Math 20-2 or Math 20-3 and 50% in English 10 or 50% in English 23  
OR
2. College Board Placement Test
  - a minimum score above the 43rd percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2 on a writing sample.
  - a minimum score above the 53rd percentile on the Math component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus).

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

#### Fall Term

|          |                               |
|----------|-------------------------------|
| EMP 101  | Employment & Communications I |
| AUTO 101 | Tools and Safety              |
| AUTO 102 | Brakes                        |
| AUTO 103 | Electrical I                  |
| AUTO 104 | Welding                       |
| AUTO 105 | Powertrains and Drivelines    |
| AUTO 106 | Basic Transmissions           |
| AUTO 180 | Practicum I                   |

#### Winter Term

|          |                                |
|----------|--------------------------------|
| EMP 102  | Employment & Communications II |
| AUTO 107 | Steering and Suspension        |
| AUTO 108 | Wheel Alignment                |
| AUTO 109 | Engine Fundamentals            |
| AUTO 110 | Electrical II                  |
| AUTO 181 | Practicum II                   |

#### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.0.

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,134.75 |
| Student Association Fees     | \$ 185.00   |
| Fees                         | \$ 1,400.00 |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 333.00   |
| Books/Materials              | \$ 400.00   |
| Total                        | \$ 6,752.75 |

# Business Administration

## Donald School of Business - Downtown

### Chairperson

Dr. Stephanie Powers  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

The department offers both a Business Administration Diploma and Management Certificate program.

### Two-Year Diploma

#### The Program

This two-year program provides a broad background in accounting, finance, human resource management, information technology, marketing, economics, statistics, management, law, and policy. Three majors are offered: Accounting, General and Marketing.

The Business Administration Diploma may be completed in two years if a student proceeds through their program of study by completing five (5) courses per semester, as set out under "Program Content" below. Alternatively, students may choose to take fewer (from one to four-courses per semester) in order to accommodate other obligations, such as work, family or a slower academic pace.

### Related Careers

The Business Administration program prepares you for a wide range of careers in different business and public sector organizations.

Students select the Accounting, General or Marketing Major, as they enter Year 2. Often, the specialized skills acquired in a major will facilitate a graduate's successful entry into the work force in a position that relates directly to their Major.

### Transfer Features

Red Deer College has agreements with the following groups regarding course credits toward these programs:

- Society of Management Accountants of Alberta
- Certified General Accountants Association of Alberta
- Purchasing Management Association of Canada
- Mount Royal University - Graduates of RDC's Business Administration diploma with a major in General, Accounting or Marketing can transfer into the Bachelor of Business Administration with a major in General Management. Years three and four of the BBA degree are completed at RDC.
- Athabasca University - Bachelor of Management (Post Diploma): Graduates of RDC Business Administration Diploma Program receive up to 60 credits towards the degree program. Students may complete the program in one year of full-time study or may progress at their own pace on a part-time basis.
- Athabasca University - Bachelor of Commerce (Post Diploma): Students with approved two-year college diplomas in business or a closely related field will receive a block transfer award of 60 credits towards the first two years of the Bachelor of Commerce (Post Diploma) General Degree.
- University of Lethbridge - Business Administration Diploma graduates may complete the Post-Diploma Bachelor of Management Degree which is offered in Calgary, Edmonton and Lethbridge. A 3.0 GPA is required for admission.
- Okanagan College - Business Administration Diploma graduates will receive 2 years of credit toward the 4-Year Bachelor of Business Administration Degree.
- NAIT, SAIT, Grant MacEwan University, Mount Royal University - Business Administration graduates may receive up to two years of credit towards the Bachelor of Applied Business Administration Degree.

### Admission Requirements

#### Business Administration Diploma

##### 1. High School Diploma

Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Math 30-1

##### OR

Minimum average of 65% with no mark below 50% in:

- a. ELA 30-2
- b. Math 30-2

##### OR

Minimum average of 62.5% with no mark below 50% in one of the following combinations:

- a. ELA 30-1 and Math 30-2

##### OR

- b. ELA 30-2 and Math 30-1

##### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Math 30-1

##### OR

Minimum average of 65% with no mark below 50% in:

- a. ELA 30-2
- b. Math 30-2

##### OR

Minimum average of 62.5% with no mark below 50% in one of the following combinations:

- a. ELA 30-1 and Math 30-2

##### OR

- b. ELA 30-2 and Math 30-1

##### 3. Successful completion of RDC's

Management Certificate

Students not meeting these standards can consider applying for admission to the Management Certificate Program.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in ELA 30-1 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required. COMM 150 will not be accepted for credit as an option for the Business Administration Diploma.

## Computing Skills

Students entering the program should have a working knowledge of file management and word processing. It is recommended that students without this prerequisite knowledge complete CMPT 071 and CMPT 083, or a course that includes these modules prior to taking BADM 207.

## Program Content

### All BADM Students - Year 1

|          |   |
|----------|---|
| ACCT 102 | Introductory Accounting I                   |
| ACCT 103 | Introductory Accounting II                  |
| BADM 110 | Introduction to Management                  |
| BADM 111 | Introduction to Statistics                  |
| BADM 132 | Introduction to Marketing                   |
| BADM 207 | Management Information Systems & Technology |
| BUS 303  | Introduction to Organizational Behaviour    |
| COMM 250 | Business and Workplace Writing              |
| ECON 100 | Introduction to Business Microeconomics     |
| ECON 101 | Introduction to Business Macroeconomics     |

### Accounting Major - Year 2

|               |  |
|---------------|--|
| ACCT 104      | Managerial Accounting OR   |
| ACCT 204      | (Strongly Recommended)   |
| ACCT 209      | Intermediate Financial Accounting I  |
| ACCT 210      | Intermediate Financial Accounting II   |
| BADM 260      | Introduction to Finance  |
| BADM 270      | Business Policy and Strategy   |
| BADM 281      | Human Resource Management  |
| BUS 311       | Legal Foundations of the Canadian Economy  |
| Two options   | (choose from ACCT 205, ACCT 206, or BADM 285 AND choose one other Business Option as listed in the Business Options)** |
| Open Option * |  |

\*\*Please note that if a student wishes to take multiple courses from accounting options, the Business Options should include ACCT 205, ACCT 206, and BADM 285. Students pursuing an accounting designation are encouraged to take ACCT 205 and ACCT 206 as their options and BUS 307 as their open option in order to maximize the number of credits toward an accounting designation.

### Marketing Major - Year 2

|               |  |
|---------------|--|
| ACCT 104      | Managerial Accounting  |
| BADM 260      | Introduction to Finance  |
| BADM 270      | Business Policy and Strategy   |
| BADM 281      | Human Resource Management  |
| BUS 311       | Legal Foundations of the Canadian Economy  |
| Four Options  | (choose from BADM 204, BADM 238, BADM 240, BADM 241, BADM 242, BADM 243, BADM 247, BADM 249, BADM 251) |
| Open Option * |  |

### General Diploma - Year 2

|                       |   |
|-----------------------|---|
| ACCT 204              | Managerial Accounting                     |
| BADM 260              | Introduction to Finance                   |
| BADM 270              | Business Policy and Strategy              |
| BADM 281              | Human Resource Management                 |
| BUS 311               | Legal Foundations of the Canadian Economy |
| Four Business Options | (choose from list below)                  |
| Open Option *         |   |

### Business Options:

|          |                                      |
|----------|--------------------------------------|
| ACCT 205 | Cost Accounting                      |
| ACCT 206 | Auditing                             |
| ACCT 209 | Intermediate Financial Accounting I  |
| ACCT 210 | Intermediate Financial Accounting II |
| BADM 285 | Introduction to Tax Planning         |
| BADM 204 | Interpersonal Skills                 |
| BADM 232 | Business Technology                  |
| BADM 233 | Programming for the Web              |
| BADM 234 | Web Design                           |
| BADM 235 | Applied Database Development         |
| BADM 238 | Electronic Commerce                  |
| BADM 240 | Personal Selling                     |
| BADM 241 | Advertising                          |
| BADM 242 | Marketing Research                   |
| BADM 243 | Marketing Surveys                    |
| BADM 247 | Retail Management                    |
| BADM 249 | Events Management                    |

|          |                                 |
|----------|---------------------------------|
| BADM 251 | Entrepreneurship                |
| BADM 253 | Project Management              |
| BADM 261 | Financial Management            |
| BADM 262 | Investments                     |
| BADM 280 | Industrial Relations            |
| BADM 290 | Work Practicum                  |
| BADM 320 | Selected Topics in Management   |
| BADM 321 | Selected Topics in Management   |
| BUS 305  | Organization Theory and Design  |
| BUS 307  | Intro to Business Statistics II |
| FINS 180 | Financial Products & Services   |

\* The open option may be a 3-credit College Level Business or a Non-Business course approved by the department.

**Notes:** Notes 1-7 refer to equivalent courses that may be taken in lieu of various specified courses. Students may receive credit for only one of each equivalency. Students considering university transfer or an accounting designation should consult with an Academic Advisor or their Chairperson regarding these courses.

- 1 ACCT 202 is equivalent to ACCT 102 plus ACCT 103
- 2 ACCT 204 is equivalent to ACCT 104
- 3 ECON 201 is equivalent to ECON 100
- 4 ECON 202 is equivalent to ECON 101
- 5 BUS 306 is equivalent to BADM 111
- 6 BUS 310 is equivalent to BADM 260 and is acceptable as a prerequisite for BADM 270.
7. BADM 170, BADM 107, BUS 358, CMPT 261 and CMPT 170 are not accepted for credit towards the Business Administration Diploma

### Program Cost Estimates - 2013/2014 - Year 1

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 3,911.25        |
| Student Association Fees     | \$ 175.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 315.00          |
| Books/Materials              | \$ <u>1,050.00</u> |
| Total                        | \$ 5,751.25        |

### Program Readmission

See page 10.

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.



# Business Student Society

The purpose of the Business Student Society is to facilitate interaction among Business Administration and Bachelor of Commerce transfer students, faculty members and the business community through a variety of social, academic and recreational sports activities. Students in these programs or planning to enter these programs, are encouraged to become members.

Please see the Chair of Business and Commerce for more information.

# Management Certificate

This program is designed for students who work full-time and study part-time. The Certificate permits part-time students to earn a college credential. Students can also be admitted to the Management Certificate on a full-time basis. You must complete eight business courses as outlined below to be awarded the certificate. To meet graduation requirements, students must complete all courses with a minimum grade of "D" and a minimum grade point average (GPA) of 2.00 (62%).

## Related Careers

The Management Certificate provides basic business skills leading to management positions within an organization. The certificate also provides opportunities to further advance your studies at RDC in the field of business.

## Business Administration Diploma or Financial Services Diploma after the Management Certificate

Students wanting to advance their studies in business administration or financial services are able to apply the Management Certificate courses to the two-year Business Administration or Financial Services Diploma. However, course selection should be given careful consideration as part of the overall planning for the Management Certificate.

Students who have completed the Management Certificate program and successfully fulfill the graduation requirement for the Business Administration Diploma or Financial Services Diploma will be granted the Business Administration Diploma or Financial Services Diploma only.

## Admission Requirements

There are no formal admission requirements. The English and Mathematics requirements for the Business Administration Diploma programs are highly recommended, but not required.

## Communications Course Placement Testing

Where possible, it is recommended that students meet the English and Mathematics requirements of the diploma program. Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 or ELA 30-1 will be exempt from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 prior to registering in the required diploma course COMM 250. Students should take the placement test early in the event that COMM 150 is required. COMM 150 is not accepted for credit as an option in the Management Certificate, the Business Administration Diploma or the Financial Services Diploma.

## Computing Skills

Students entering the program should have a working knowledge of word processing and spreadsheet software. Students without the prerequisite knowledge can take CMPT 261, or CMPT 170 for credit toward their Management Certificate. BADM 107 is not accepted for credit in the Management Certificate. It is recommended that students with requisite computing skills take BADM 207.

## Program Content - Eight Courses

- 1 Accounting Course (except ACCT 075)  
ACCT 102 Recommended
- 1 Computing Course (3 or 4 credits)  
(BADM 207 Recommended)
- BUS 303 - Intro to Org Behaviour
- 1 Economics Course ECON 101  
Recommended
- 4 Business Options

Courses are to be selected from those listed under "Program Content" for the Business Administration Diploma.

Red Deer College Continuing Education course work may be used for up to two course equivalents. Generally, forty five hours of approved Continuing Education courses will be considered equivalent to one three credit Business Option course. For students planning to ladder into the Business Administration Diploma or

Financial Services Diploma, Continuing Education courses will not be accepted for credit. Exceptions to the above are to be approved by the Department.

It is recommended that students take either one of BUS 201 - Introduction to Business or BADM 110 - Introduction to Management as one of their four (4) business options. It is recommended that students choosing ACCT 102 - Introductory Accounting I also take, as an option course, ACCT 103 - Introductory Accounting II. Students entering the Management Certificate program with requisite computer skills and who are planning on applying to the Business Administration Diploma or Financial Services Diploma are highly recommended to take CMPT 071 and CMPT 083, or a course that includes these modules as a prerequisite to BADM 207.

Notes: Notes 1-7 refer to equivalent courses that may be taken in lieu of various specified courses. Students may receive credit for only one of each equivalency.

1. ACCT 202 is equivalent to ACCT 102 plus ACCT 103
2. ACCT 204 is equivalent to ACCT 104
3. ECON 201 is equivalent to ECON 100
4. ECON 202 is equivalent to ECON 101
5. BUS 306 is equivalent to BADM 111
6. BUS 310 is equivalent to BADM 260 and is acceptable as a prerequisite for BADM 270
7. BADM 170, BADM 107, BUS 358, CMPT 261 and CMPT 170 are not accepted for credit towards the Business Administration or Financial Services Diploma.

### Graduation Requirements

Students must complete all courses with a minimum grade of "D" and a minimum grade point average (GPA) of 2.00 (62%).

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,576.00 |
| Student Association Fees     | \$ 160.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 288.00   |
| Books/Materials              | \$ 900.00   |
| Total                        | \$ 5,224.00 |

# Career & Academic Preparation

### Chairperson

Gail Brunner  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

The Career and Academic Preparation (CAP) program gives adult students an opportunity to

1. upgrade academic skills
2. acquire a High School Equivalency Diploma that is accepted by other colleges and universities in Alberta and by most employers
3. upgrade to meet entrance requirements for vocational, career, and university programs
4. develop teamwork skills, work with others, practice problem-solving, and develop effective study skills
5. prepare for entry to the workplace or a chosen career
6. create a portfolio of identifiable skills.

### Program Delivery

You can learn in a traditional, classroom setting with an instructor.

### Courses by Independent Study

Some courses in our program may be taken as 1-credit modules (Computing).

### Admission Procedures

1. Placement Assessments. The RDC Testing Centre will arrange testing to help place you in the appropriate level of courses. Assessments are not required for current CAP students or students who have been out of school or college for less than one year.
2. Placement interview. You will meet with a n Academic Advisor to review the assessment results and your career goals. The advisor will help you create a Learning Plan and register you into appropriate courses based on the assessment, your prior learning, and your career goals.

Note: Transcripts will be required if you have attended high school or another post-secondary institution.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

The Career and Academic Preparation program offers high school equivalency in all academic disciplines. These courses are accepted in place of Alberta Education courses for admission and prerequisite purposes at Red Deer College. The following describes the course numbering system:  
40/50 Levels -Pre-high school refresher courses (English, Mathematics)  
75 Levels -Grade 10/11 in high school  
85 Levels -Grade 11 in high school  
90/95/96 Levels -Grade 12 in high school

### Expenses

You will have to buy your own textbooks. Textbooks range from \$80.00 to \$150.00 per course. In addition, a graphing calculator is required for your Math 85 and Math 96 courses. It will cost approximately \$160.00.

### Graduation Requirements

Since most post-secondary programs have special requirements for the admission of mature students, it is strongly recommended that students contact an Academic Advisor or Department Chair in specific program areas to determine how best to meet these entry requirements.

### Few programs require mature students to possess a complete high school diploma.

For those students who wish to receive a high school equivalency diploma, the Career and Academic Preparation program will grant a High School Equivalency Diploma if the student has not received one previously. Students must apply to the Registrar to receive this diploma. Red Deer College High School Equivalency Diploma Requirements: You must have 5 courses in order to qualify.

(2 of the 5 courses must be completed at Red Deer College)

These must include:

1. ENGL 090 or ENGL 095
2. Mathematics 075 or higher
3. Biology 075 or Chemistry 075 or Physics 075 or higher
4. Social Studies 090 or Social Studies 095
5. One other course of at least 2 credits course that is not a prerequisite to any of the required courses listed above courses (eg Accounting, Computing).

**Note:** Students going on to any degree program or to a technical institute are responsible for checking on the Admission Requirements of their future program. Consult with an Academic Advisor in the Information Centre.

#### Program Cost Estimates - 2013/2014

|                              |                  |
|------------------------------|------------------|
| Fall                         |                  |
| Tuition                      | \$ 1,564.50      |
| Student Association Fees     | \$ 70.00         |
| Fees                         | \$ 37.00         |
| Activity & Wellness Fee      | \$ 22.00         |
| Facility, Service & Tech Fee | \$ 126.00        |
| Books/Materials              | \$ <u>510.00</u> |
| Total                        | \$ 2,585.50      |

|                              |                  |
|------------------------------|------------------|
| Winter                       |                  |
| Tuition                      | \$ 1,788.00      |
| Student Association Fees     | \$ 80.00         |
| Fees                         | \$ 37.00         |
| Activity & Wellness Fee      | \$ 22.00         |
| Facility, Service & Tech Fee | \$ 144.00        |
| Books/Materials              | \$ <u>510.00</u> |
| Total                        | \$ 2,837.00      |

# Carpentry & Construction

#### Chairperson

Gary Halvorson  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

**Note: This program is suspended for the 2013/2014 academic year.**

#### One Year Certificate

#### The Program

The Carpentry and Construction Certificate will provide graduates with knowledge, skills, and experience to assist their entry into carpentry/construction occupations. The program is designed for individuals who are interested in the carpentry trade but who have limited or no previous exposure to the trade through work, school, volunteer activities, or life experiences. Students will learn terminology and basic skills in word working and carpentry. This will include safe and proper use of hand and power tools, building procedures, how to work with concrete forms, floor and wall framing, roofs, doors and windows, blueprint reading, shop drawing, applied mathematics, and safety. Students will also learn skills to help them succeed in the workplace such as communication skills, job search techniques, teamwork, conflict management, and customer service. The program covers the complete content of the First Period and a portion of Second Period of Carpentry Apprenticeship technical training.

Graduates may find employment in the construction industry, including areas such as residential, commercial, and industrial construction, carpentry, manufacturing of wood products, and related businesses. Graduates may apply to challenge the First Period Carpentry Apprenticeship exam upon successful course completion. Some graduates may continue their education by becoming indentured in the Carpentry Apprenticeship program. When indentured as an apprentice, the time at RDC may be used as credit towards apprenticeship based on the discretion of the Apprenticeship Board and your employer. For full information on Apprenticeship, please contact Apprenticeship and Industry Training or go the [www.tradesecrets.gov.ab.ca](http://www.tradesecrets.gov.ab.ca).

#### Admission Requirements

1. 50% in Mathematics 10C or 50% in Mathematics 20-2 or 20-3 and 50% in English 10-1 or ELA 20-2
- OR
2. College Board Placement Test
  - a minimum score above the 43rd percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2 on a writing sample
  - a minimum score above the 53rd percentile on the Math component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus).

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

#### Program Content

##### Fall Term

|          |                               |
|----------|-------------------------------|
| EMP 101  | Employment & Communications I |
| CARP 100 | Carpentry Trade Introduction  |
| CARP 103 | Blueprints I                  |
| CARP 105 | Trade Mathematics I           |
| CARP 107 | Carpentry Projects            |
| CARP 120 | Construction Safety I         |
| CARP 180 | Carpentry Practicum I         |

##### Winter Term

|          |                                |
|----------|--------------------------------|
| EMP 102  | Employment & Communications II |
| CARP 104 | Blueprints II                  |
| CARP 106 | Trade Mathematics II           |
| CARP 108 | Carpentry Projects II          |
| CARP 110 | Building Procedures            |
| CARP 121 | Construction Safety II         |
| CARP 181 | Carpentry Practicum II         |

#### Graduation Requirements

Students must pass all courses and achieve a minimum cumulative GPA of 2.0. To be eligible to challenge the first period industry exams students must achieve a GPA of at least 2.0 in all courses.

#### Program Cost Estimates - not offered

# Computer Information Systems

## Chairperson

Allison MacNab  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

**Note: This program is suspended for the 2013/2014 academic year.**

## Two-Year Diploma

### The Program

Computer technology enables people - from cellular phones to MP3 players to gaming systems and business applications. Technology is embedded in all aspects of our daily lives. Information technology (IT) professionals create these technologies. Computer Information Systems (CIS) graduates have the skills to develop software applications for today's new technologies.

### Related Careers

Career opportunities in the IT field continue to grow and expand, both nationally and internationally. CIS graduates are well positioned to take advantage of this increased market demand for IT skills because they are well prepared with the knowledge-base and skill-sets necessary to successfully engage in an exciting, challenging, and well-compensated futures.

Types of positions:

Software Developer

- Client Server Applications
- Enterprise Computing
- Mobile Applications
- Advanced Web Development

Systems Analyst

- Program and Application Design

Database Administrator

Most graduates will integrate into their IT profession as a software developer or systems analyst. With experience and proven ability, students may advance into information technology management and/or specialized areas of technology such as database administration.

The CIS program will be applying for accreditation by the Canadian Information Processing Society (CIPS), an organization representing computing professionals in Canada. This accreditation provides graduates of the program with national recognition towards a CIPS Information Systems Professional (ISP) designation.

### Learning Outcomes

Graduates of the CIS program will possess the following skills and knowledge:

1. Analyse business problems and develop Information Technology solutions
2. Use online resources to investigate and analyse potential solutions
3. Participate in the implementation of projects individually and/or within a team environment
4. Develop and deploy desktop, web-based, mobile and distributed applications
5. Plan and navigate development processes through the software lifecycle stages
6. Develop interactive websites
7. Write SQL statements to manipulate data and databases
8. Consider the impact of network technologies on applications
9. Practice industry standard codes of conduct
10. Complete relevant documentation, activity reports, project plans, and proposals
11. Consider the international context within the work environment
12. Identify and engage in learning that is responsive to the workplace and that advances career path
13. Practice effective interpersonal communication skills in the following situations:
  - presentation skills
  - client interaction
  - conflict resolution
  - teaching (clients and co-workers)
  - leading small teams
  - cultural sensitivity

## Transfer Features

### Red Deer College

Depending on electives chosen, graduates of the CIS program may apply up to 6 of 8 required courses towards a Management Certificate from Red Deer College. Required courses for the CIS program that also meet requirements for the Management Certificate program include COMM 250, ITEC 170, BADM 204, BADM 253, and two Business Options.

This Certificate is offered by the Business Administration Department at Red Deer College. Students must complete eight business courses approved by the Business Administration program Chairperson to be awarded a Management Certificate.

Please contact an academic advisor for details regarding this program and/or the Chairperson of the Business Administration Department.

### Athabasca University

Holders of a CIS diploma will be awarded 60 credits towards the 120 credit Bachelor of Science in Computing and Information Systems Degree (Post Diploma).

Graduates of the Computer Information Systems diploma may receive up to 39 credits for IT core courses. Students may also get additional credit for non-IT diploma courses. Students may apply this credit to a Bachelor of Arts - Information Systems degree or a Bachelor of Science - Computing Information Systems degree.

Students may work toward a degree through Athabasca's distance education programs. This may be done on a part-time basis.

### University of Lethbridge

Students may complete a two year (20 course) Post-Diploma B.Sc. Degree in Computer Science.

Students are eligible to the Bachelor of Management Degree (25-course Post-Diploma program) with a diploma GPA of 3.0 or higher. Students with a diploma GPA of below 3.0 may be admissible, depending on individual circumstances.

## NAIT/SAIT

Graduates of the Computer Information Systems diploma may apply to complete the 2 year Post-Diploma Bachelor of Applied Information Systems Technology at NAIT or the Bachelor of Applied Technology Information Systems at SAIT.

## Admission Requirements

### A. Academic Requirements

**1. High School Diploma** with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

50% in ELA 30-1 & 65% in Mathematics 30-2 with either Physics 30 or Chemistry 30 or Science 30 with a minimum mark of 50%

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in Mathematics 30-1

OR

a minimum mark of 65% in Mathematics 30-2 and either Chemistry 30 or Physics 30 or Science 30 with a minimum mark of 50%

AND

### B. Other Requirements

All CIS students must have a laptop computer that is using Microsoft Windows as the operating system. Please contact department Chair for minimum specifications

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Recommendations

Applicants are also expected to have working skill sets in at least the following areas of workstation management and operations through course work and/or industry experience:

- word processing
- e-mail communications
- internet research and download
- file and print management
- basic operating systems literacy

Applicants requesting further information, skill assessment, and/or learning support courses (CMPT 083, 086, 087, or 089) should contact an academic advisor and/or the Information Technology Department Chairperson for assistance.

## Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 254. Students should take the placement test early in the event preparatory work (COMM 150) is required. Students needing to do COMM 150 will have the opportunity to complete all the Communications requirements within the two year time frame.

## Program Content

### Year 1

|          |                                     |
|----------|-------------------------------------|
| COMM 250 | Business and Workplace Writing      |
| ITEC 100 | IT Service Desk                     |
| ITEC 105 | Discrete Mathematics                |
| ITEC 115 | Operating Systems                   |
| ITEC 120 | Computer Networking                 |
| ITEC 140 | Desktop Operating Systems           |
| ITEC 150 | Structured Programming              |
| ITEC 153 | Visual Programming                  |
| ITEC 156 | Object Oriented Programming         |
| ITEC 160 | Web Design                          |
| ITEC 163 | Web Client                          |
| ITEC 166 | Web Server                          |
| ITEC 170 | Systems Analysis and Design         |
| ITEC 175 | Object Oriented Analysis and Design |
| ITEC 180 | Career Skills                       |
| ITEC 190 | Project I                           |

### Year 2

|          |                            |
|----------|----------------------------|
| BADM 204 | Interpersonal Skills       |
| BADM 253 | Project Management         |
| ITEC 251 | Data Structures            |
| ITEC 254 | Advanced Java              |
| ITEC 257 | Extensible Markup Language |
| ITEC 261 | Advanced Web Programming   |
| ITEC 264 | Mobile Applications        |

|                 |                               |
|-----------------|-------------------------------|
| ITEC 267        | Distributed Applications      |
| ITEC 271        | Database Server Configuration |
| ITEC 274        | Structured Query Language     |
| ITEC 280        | IT Profession                 |
| ITEC 290        | Project II                    |
| Business Option |                               |
| Business Option |                               |
| IT Option       |                               |
| ITEC 193        | Practicum <b>OR</b>           |
| ITEC 196        | Work Experience <b>OR</b>     |
| ITEC 293        | Practicum <b>OR</b>           |
| ITEC 296        | Work Experience               |

**Note:** One of ITEC 193, ITEC 196, ITEC 293, or ITEC 296 is required for graduation. This course can be taken at the end of the student's first or second year.

## Program Electives

As part of the graduation requirements for a Diploma in Computer Information Systems, students are required to pass a minimum of three different elective courses. One course must be from the Information Technology department. Two courses must be from the Business department.

With prior written approval from the department chair, a Science course may be substituted for a Business elective course.

Should a student possess any other course(s) and/or credentials not listed above for which they wish to have considered for advanced credit, please contact the Information Technology Department Chairperson

## Program Cost Estimates - not offered

## Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.



# Early Learning & Child Care

## Chairperson

Jane Proudlove  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## One-Year Certificate

## Two-Year Diploma

The importance of the early years in a child's development is well established. There is a critical need for a variety of programs for children and families and for trained staff to ensure children's developmental needs are being met. The Early Learning & Child Care Program trains professionals to work with children from birth to eight years, with some related preparation for working with children from eight to twelve years of age. Throughout the program, there is an emphasis on developing caring relationships with children and families.

A one-year certificate and/or a two-year diploma can help prepare students for a rewarding career. This program is designed to provide students with the opportunity to gain knowledge and develop competencies in such areas as child development, interpersonal relations, curriculum content, family studies, exceptional children, and program management.

Focus is placed on the integration of theory and practice. This is accomplished by an extended practicum in a variety of early learning and care program environments.

## Related Careers

Graduates of the Certificate program in Early Learning & Child Care may find employment in a variety of positions:

- early childhood caregivers in child care programs
- instructional assistants in kindergarten programs and primary grades
- teachers in a nursery school
- caregivers in school-age care programs
- family day home providers

As well as the above, other opportunities for employment for Diploma graduates include:

- day care directors and administrators
- family support workers/visitors
- child care program coordinators (in a women's shelter, for instance)
- family support workers
- instructional assistants to children with special needs in preschool or school programs

## The Program

Red Deer College offers a one-year certificate and a two-year diploma program in Early Learning & Child Care. Each course you take focuses on a different topic important to those who work with young children - everything from child development, to guiding behavior, to planning snacks and bulletin boards, to planning and participating in play experiences, to interacting with children who have special needs.

The ELCC department operates in partnership with college and community programs serving children from birth to twelve years of age. Students work in practicum placements in these programs as a method of integrating theory and practice. There are two practicum courses in each of the ELCC programs. By the end of the Diploma Program, students assume many of the responsibilities related to preschool care and education in their practicums.

## Outreach (Distance) Delivery

The Outreach Program in Early Learning & Child Care offers the opportunity to study at the college level, to continue working, and to remain in your community for most of the experience. There are several methods of Outreach Delivery: The certificate program is available by Blended Delivery based at RDC and the diploma is available online.

Certificate Distance (Blended) Delivery courses are based in Red Deer and combine the strengths of print-based independent study materials, with computer-facilitated support, as well as on-site classroom delivery two Saturdays throughout the Semester per course.

All the Diploma courses are provided "on-line". These are offered on a rotational basis.

A complete cycle of ELCC courses can be completed through part-time study over a four-year period or less. This multi-delivery approach is highly effective in meeting the diverse needs of adult students.

Students with an ELCC Diploma may transfer to related fields in some university programs. Students wishing to transfer to these universities should seek information on additional admission requirements from the institution.

Students can enter the program in September, January or May and can register as part-time or full-time students.

## Admission Requirements

### A) Academic Requirements Certificate Program

1. **High School Diploma** with a minimum mark of 50% in ELA 30-1  
OR  
a minimum mark of 65% in ELA 30-2  
OR

### 2. **Mature Student**

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in ELA 30-1  
OR  
a minimum mark of 65% ELA 30-2  
OR  
a minimum score at the 50th percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

\*Note: Government requires people who work directly with young children to have a current immunization record and a criminal record check. While not an admission requirement for the program, some practicum agencies and field placements may require Criminal Record Checks of students working in their organizations. Information about obtaining Criminal Record checks will be provided to students after they have been admitted to the program. Some programs may require medical examinations, as well.

#### Part Time and Outreach Students

1. You may meet the requirements above
- OR
2. **Mature Students** may be admitted as conditional students to two ELCC courses in the certificate program. Upon the successful completion of these courses, and the recommendation of the Chairperson, they may be admitted to the Early Learning & Child Care Program.

#### Diploma Program

##### 1. Early Learning & Child Care

- Certificate** with a minimum G.P.A. of 1.7, or consent of the Chair
2. Transferring students from another post-secondary institution will be required to present an equivalent academic program.

#### Communications Course Placement Testing

ELCC students will be required to take a College Placement Test before registering in a written communications course (COMM 150 or COMM 254). The achieved test score will be used as an indicator of placement in COMM 150 or COMM 254. Students with 60% or greater in English 30 will be exempted from this test and qualify to register in COMM 254.

#### Program Content

##### Year 1 - Certificate Program

|          |  |
|----------|--|
| COMM 150 | Fundamentals of College and Workplace Writing or |
| COMM 254 | Human Services Writing                           |
| ELCC 201 | Foundations of Early Childhood Development       |
| ELCC 206 | Child Development & Exceptionalities             |
| ELCC 210 | Practicum I                                      |
| ELCC 211 | Child Development                                |
| ELCC 212 | Program Planning I                               |
| ELCC 213 | Interpersonal Relations I                        |
| ELCC 215 | Program Planning II                              |
| ELCC 217 | Guiding Behavior                                 |
| ELCC 218 | Program Planning III                             |
| ELCC 220 | Practicum II                                     |

Note: Students are encouraged to take COMM 254 if they qualify.

##### Year 2 - Diploma Program

|           |                                |
|-----------|--------------------------------|
| *ELCC 305 | School Age Care                |
| *ELCC 308 | Family Support                 |
| *ELCC 309 | Aboriginal Children & Families |
| ELCC 310  | Practicum III                  |
| ELCC 313  | Interpersonal Relations II     |
| ELCC 314  | Children in Society            |
| ELCC 315  | Program Administration         |
| ELCC 317  | Program Planning V             |
| ELCC 320  | Practicum IV                   |
| ELCC 321  | Family Studies                 |
| ELCC 323  | Program Planning IV            |
| ELCC 325  | Children With Special Needs    |

\*One of ELCC 305, ELCC 308, ELCC 309 or one other option approved by the Chair.

#### Special Fees and Expenses

You should budget about \$975.00 per year for books and supplies. Practicum courses are usually in the Red Deer area, but you should expect some extra costs for travel, clothes, etc.

#### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 3,911.25 |
| Student Association Fees     | \$ 175.00   |
| Fees                         | \$ 90.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 315.00   |
| Books/Materials              | \$ 975.00   |
| Total                        | \$ 5,766.25 |

|                              |             |
|------------------------------|-------------|
| Year 2                       |             |
| Tuition                      | \$ 3,799.50 |
| Student Association Fees     | \$ 170.00   |
| Fees                         | \$ 60.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 306.00   |
| Books/Materials              | \$ 725.00   |
| Total                        | \$ 5,360.50 |

#### Graduation Requirements

A certificate will not be granted if a diploma has been awarded.

You must pass all first year courses to receive a certificate and pass all second year courses to receive a diploma.

# Educational Assistant

## Chairperson

Maria Cicman  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## One-Year Certificate

### Related Careers

Both full- and part-time jobs are available, with salaries varying widely across the province. See the school board in the area you plan to seek work for contract details. There is an increased demand for assistants to work with students with special needs.

Jobs include the following:

- classroom assistants at all levels from early childhood to adult education
- assistants to students with special needs including private agencies
- library assistants
- playground and lunch room supervisors

### The Program

Graduates assist teachers in both instructional and non-instructional tasks. This program will train you in a wide range of interpersonal and practical skills needed for such work.

**Note:** This program is also available through on-line delivery. Distance students require regular access to a computer with internet service. Please contact the program for details.

## Admission Requirements

- A minimum mark of 50% in ELA 30-1  
OR  
a minimum mark of 65% in ELA 30-2 or equivalent.  
OR  
a minimum score at the 50th percentile on the English component of the College Board Placement Test or the Test of Adult Basic Education and a score of 2 or higher on a writing sample.  
OR  
previous completion of at least three College-level courses with a minimum G.P.A. of 2.0.  
OR  
conditional admission is available for those who do not meet the academic requirements. Clear admission will be granted by the Chairperson after successful completion of three Educational Assistant courses in the program, with a minimum GPA of 2.0.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Note:** Applicants are advised that they will be required to provide a Criminal Record Check to most agencies where they will be placed for practicum experiences. The existence of a Criminal Record Check may prevent practicum placement, program completion, and therefore affect future employment prospects. It is recommended that applicants, with a criminal record, check with employers to determine if they would be eligible for practicum placements or future employment. It is each agency's or institution's decision to accept or reject a student for placement or observation experience based on the results of the criminal record check.

## Program Content

Length of program: 10 months (September to June)

|          |   |
|----------|---|
| COMM 150 | Fundamentals of College and Workplace Writing |
| CMPT 261 | Introduction to Computing OR                  |
| CMPT 170 | Microcomputer Applications                    |
| EDAS 111 | Role of the Assistant                         |
| EDAS 114 | Field Experience                              |
| EDAS 116 | Human Relations                               |
| EDAS 151 | History and Trends in Exceptionalities        |
| EDAS 152 | Overview of Exceptionalities                  |
| EDAS 153 | Fostering Positive Behaviour                  |
| EDAS 160 | Assisting the Language Learning Teacher       |
| EDAS 161 | Assisting the Math Teacher                    |
| EDAS 181 | Field Practice                                |

Option: 45 hours

**Note:** If they qualify, students are encouraged to replace COMM 150 with a 200 level COMM or ENGL. Students on academic warning or probation will not be placed in practicum (EDAS 181 or EDAS 114) until they have cleared this status.

Options: Students need one of EDAS 156, EDAS 157, EDAS 158, EDAS 159, or 3 of EDAS 163, EDAS 164, EDAS 165, EDAS 166, EDAS 167 and EDAS 168. (You may receive credit for one option if you qualify for advance credit or prior learning credit). Additional credit may be received for course equivalencies.

### Program Cost Estimates - 2013/2014

|  |             |
|--|-------------|
| Tuition  | \$ 4,246.50 |
| Student Association Fees   | \$ 190.00   |
| Fees   | \$ 22.00    |
| Activity & Wellness Fee  | \$ 44.00    |
| Facility, Service & Tech Fee                                     | \$ 342.00   |
| Books/Materials  | \$ 1,200.00 |
| Total  | \$ 6,300.50 |
| Books/Materials: Allow approximately \$120/course for textbooks. |             |

## Special Fees and Expenses

All EDAS eCampus courses: \$50.00

## Advanced Standing and Challenge Examinations

If you are applying for Advanced Standing in any Educational Assistant Course, please contact the Department for additional forms. Advanced standing or credit may be granted for courses in other departments. Advanced credit is not given for EDAS 181 Field Practice.

Courses not open to challenge: EDAS 181

## Graduation Requirements

You must pass eleven compulsory courses and 45 hours of optional credits, and achieve a minimum cumulative GPA of 2.00.

# Electrical Engineering Technology

## Contact

Patricia Rokosh  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two Year Diploma

## The Program

Technology is everywhere - from the cars we drive to the cell phones in our hands to the heat in our homes. Electrical Engineering Technologists are professionals who apply the principles of electricity to develop, implement, and maintain systems that deliver power, transmit information, or control electro-mechanical devices. The Electrical Engineering Technology (EET) program at Red Deer College is a unique blend of the "traditional" discipline of power generation and distribution with the more contemporary specialization of instrumentation and Automatic control.

All Engineering Technologists learn fundamental skills in mathematics, sciences, computer programming, technical writing, and project management. EET students at Red Deer College pursue advanced studies in power distribution, maintenance and troubleshooting, PLC programming, Electric Machines, Industrial Data Networks and Data Acquisition Systems. Elective courses in the fourth semester allow EET students to customize their program according to their own interests or the demands of industry. Graduates will meet the National Technology Benchmarks of their field and will develop knowledge and skills that enable them to:

- install and test power systems equipment
- communicate design ideas by producing reports, sketches and presentations
- specify electrical and electronic components for manufacture
- demonstrate a high level of critical thinking and troubleshooting ability
- use project management principles to create and execute business plans
- support continuous product improvement by utilizing forensic engineering practices

- write functional programs for embedded microcontrollers, robotics and PLCs
- use telecommunication and networking principles to acquire data and connect interdependent sub-systems
- "tune" process control systems common to industrial instrumentation
- apply the principles of mathematics, physics and other sciences to solve engineering problems
- comply with industry standards of safety, ethics, and workplace practices

## Related Careers

A diploma in Electrical Engineering Technology provides the skill set for an exciting career and is excellent preparation for further study in business, law or medicine. Engineering Technology graduates may go on to earn Engineering degrees that prepare them for a higher level of responsibility on the job. Alternatively, many Electrical Technologists apprentice to become Journeyperson Electricians or Instrument Technicians. An EET graduate may find employment as a/an:

- Power Electrician
- Testing and Commissioning Technologist
- Instrument Technician
- Project Manager
- Alternate energy systems designer and installer
- Technical salesperson
- Power Technology Consultant
- Quality assurance Technician
- Safety Officer
- Technical Writer

## Admission Requirements

A minimum average of 65% with no mark below 50% in:

- a. ELA 30-1 or ELA 30-2 or equivalent
- b. Mathematics 30-1 or equivalent
- c. Physics 20 or equivalent
- d. Two of Chemistry 30, Mathematics 31, Physics 30, Science 30 or of Computer Science Advanced-Level CTS (5 credits) or equivalent.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Other Requirements

**Note:** Applicants are required to have a laptop computer that uses Microsoft Windows 7 as the operating system. Please contact the Chairperson for the minimum specifications.

**Note:** Applicants may be required to undergo a Criminal Records Check to the satisfaction of some agencies where they might be placed for practicum experiences. The existence of a Criminal Record may affect practicum placement and program completion; therefore impacting future employment prospects. The decision to accept or reject a student for placement or observation experience based on the results of the criminal record check would rest solely with the respective organization.

### Program Content

#### Year 1

|         |                                 |
|---------|---------------------------------|
| GET 100 | Professional Practice           |
| GET 105 | Engineering Communications      |
| GET 110 | Math & Differential Calculus    |
| GET 115 | Advanced Calculus               |
| GET 120 | Statistics                      |
| GET 125 | Microcontroller Applications I  |
| EET 100 | Project Management              |
| EET 105 | Physics and DC Analysis         |
| EET 110 | AC Analysis                     |
| EET 115 | DC Machines                     |
| EET 120 | Applied Electronics             |
| EET 125 | Electrical Systems Design I     |
| EET 130 | Microcontroller Applications II |

#### Year 2

|         |                                |
|---------|--------------------------------|
| EET 200 | AC Machines                    |
| EET 205 | Programmable Controllers       |
| EET 210 | Power Systems                  |
| EET 215 | Power Electronics              |
| EET 220 | Control and Instrumentation    |
| EET 225 | Electrical Systems Design II   |
| EET 230 | SCADA and HMI                  |
| EET 235 | Industrial Networks            |
| EET 240 | Forensic Engineering           |
| EET 245 | Topic in Emerging Technologies |
| EET 246 | Topic in Instrumentation       |
| EET 247 | Topic in Power Systems         |
| EET 250 | EET Capstone Project I         |
| EET 251 | EET Capstone Project II        |

**Note:** Students must complete a minimum of three Special Topics courses.

### Graduation Requirements

Students must pass all courses and achieve a minimum cumulative GPA of 2.00.

### Program Cost Estimates - 2013/2014

#### Year 1

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,246.50        |
| Student Association Fees     | \$ 190.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 342.00          |
| Books/Materials              | <u>\$ 2,500.00</u> |
| Total                        | \$ 7,578.50        |

#### Year 2

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,470.00        |
| Student Association Fees     | \$ 200.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 360.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$ 6,530.00        |



# Financial Services

## Donald School of Business - Downtown

### Chairperson

Dr. Stephanie Powers  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

The Financial Services Diploma is a diploma offered by the Business Administration and Commerce Department.

### Two-year Diploma Financial Services Diploma

The Donald School of Business, Red Deer College, in partnership with the Investment Funds Institute of Canada (IFIC), and the strong support of local financial services providers, offers the Financial Services Diploma. This two-year diploma combines specific courses that address the required core competencies of entry and intermediate level financial services employees with courses that provide a background in business administration in the areas of accounting, finance and financial services, information technology, marketing, economics, statistics and business policy.

The Financial Services Diploma may be completed in two years if a student proceeds through their program of study by completing five (5) courses per semester. Alternatively, students may choose to take fewer (from one to four courses per semester) in order to accommodate other obligations, such as quality of work and family life or a slower academic pace.

### Related Careers

The financial services industry encompasses a wide range of sectors including banking, insurance, investment brokerages, financial planning, wealth management and mutual funds; however, from banks to brokerages, different employers generally focus on the same entry level core competencies, knowledge and attributes. As such, the Financial Services Diploma is designed to equip students with the specialized skills and knowledge to meet the demands of entry and intermediate level positions within the industry.

The Financial Services Diploma has been designed to prepare students with a broad business background and a solid foundation in financial services for a wide range of career opportunities within the industry. Careers in the financial services include Investment Advisor, Personal Financial Services Representative, Account Manager, Loans Officer, Mortgage Specialist, Compliance Officer, and Branch Manager to name just a few career directions.

### Accreditation

Investment Funds in Canada (FINS 281) is offered in conjunction with the IFIC and is the required course for those seeking to sell investment funds in Canada. At the completion of this course all students will write the qualifying IFIC exam and if they attain a grade of 60% or greater will be qualified to seek registration as an Investment Funds Salesperson in Canada. Students taking FINS 281 have three opportunities to take the final IFIC exam provided that these attempts are proctored by an RDC Finance or Financial Services Instructor. FINS 286 (Insurance in Canada) is also offered in conjunction with the IFIC on a similar basis.

### Transfer Features

Financial Services Diploma graduates may complete the Post-Diploma Bachelor of Management Degree offered by the University of Lethbridge in Calgary, Edmonton and Lethbridge. A 3.0 GPA is required for admission.

Financial Services Diploma graduates may complete the Bachelor of Business Administration Degree offered by Mount Royal University and Red Deer College at Red Deer College. Successful completion of the Financial Services Diploma or Business Administration Diploma at RDC is required for admission.

### Admission Requirements

#### Financial Services Diploma

##### 1. High School Diploma

Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

Minimum average of 65% with no mark below 50% in:

- a. ELA 30-2
- b. Mathematics 30-2

OR

Minimum average of 62.5% with no mark below 50% in one of the following combinations:

- a. ELA 30-1 and Mathematics 30-2
- OR**
- b. ELA 30-2 and Mathematics 30-1

##### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

Minimum average of 65% with no mark below 50% in:

- a. ELA 30-2
- b. Mathematics 30-2

OR

Minimum average of 62.5% with no mark below 50% in one of the following combinations:

- a. ELA 30-1 and Mathematics 30-2
- OR**
- b. ELA 30-2 and Mathematics 30-1

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: Mature students not meeting these standards should consider applying for admission to the Management Certificate Program.

### Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 or ELA 30-1 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required. COMM 150 will not be accepted for credit as an option for the Financial Services Diploma.

### Computing Skills

Students entering the program must have a working knowledge of file management and word processing. It is recommended that students without this prerequisite knowledge complete CMPT 071 and CMPT 083, or a course that includes these modules prior to taking BADM 207\*.

\* Please note that these courses will not be recognized for credit in the program.

### Program Content

#### Year 1

|          |   |
|----------|---|
| ACCT 102 | Introductory Accounting I                     |
| ACCT 103 | Introductory Accounting II                    |
| BADM 111 | Introduction to Statistics                    |
| FINS 180 | Financial Products and Services               |
| FINS 280 | Financial Services Work Experience*           |
| BADM 132 | Introduction to Marketing                     |
| BADM 207 | Management Information Systems and Technology |
| BUS 303  | Introduction to Organizational Behaviour      |
| COMM 250 | Business and Workplace Writing                |
| ECON 100 | Introduction to Business Microeconomics       |
| ECON 101 | Introduction to Business Macroeconomics       |

#### Year 2

|           |   |
|-----------|---|
| FINS 281  | Investment Funds in Canada                |
| FINS 282  | Consumer Credit                           |
| FINS 286  | Insurance in Canada                       |
| FINS 287  | Advanced Financial Planning               |
| BADM 285  | Introduction to Tax Planning              |
| BUS 311   | Legal Foundations of the Canadian Economy |
| BADM 260  | Introduction to Finance                   |
| BADM 262  | Investments                               |
| BADM 270  | Business Policy & Strategy                |
| FINS 320/ | Selected Topics in Financial              |
| FINS 321  | Services**                                |
| ACCT 104  | Managerial Accounting                     |

\*\* These courses are optional and are NOT a requirement for completing the Diploma in Financial Services.

Notes: Notes 1-7 refer to equivalent courses that may be taken in lieu of various specified courses. Students may receive credit for only one of each equivalency. Students considering university transfer or an accounting designation should consult with an Academic Advisor or their Chairperson regarding these courses.

- 1 ACCT 202 is equivalent to ACCT 102 plus ACCT 103
- 2 ACCT 204 is equivalent to ACCT 104
- 3 ECON 201 is equivalent to ECON 100
- 4 ECON 202 is equivalent to ECON 101
- 5 BUS 306 is equivalent to BADM 111
- 6 BUS 310 is equivalent to BADM 260 and is acceptable as a prerequisite for BADM 270.
7. BADM 170, BADM 107, BUS 358, CMPT 261 and CMPT 170 are not accepted for credit towards the Financial Services Diploma.

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 4,805.25 |
| Student Association Fees     | \$ 215.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 387.00   |
| Books/Materials              | \$ 1,070.00 |
| Total                        | \$ 6,777.25 |

|                              |             |
|------------------------------|-------------|
| Year 2                       |             |
| Tuition                      | \$ 4,023.00 |
| Student Association Fees     | \$ 180.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 324.00   |
| Books/Materials              | \$ 1,825.00 |
| Total                        | \$ 6,652.00 |

FINS 281 (Investment Funds in Canada) and FINS 286 (Insurance in Canada) are offered in conjunction with the Investment Funds Institute of Canada (IFIC) which will require students to pay examination registration fees of approximately \$150 per course. These fees are subject to change without notice from the IFIC.

The Canadian Institute of Financial Planning (CIFP) recognizes FINS 287 as credit towards the Institute's Registered Retirement Planning Certificate (RRC). This course requires additional course materials and an examination fee of \$325 which is paid directly to the CIFP. The final exam in FINS 287 shall be the final qualifying exam towards the RRC certification and upon successful completion of this exam; students will earn the RRC certification.

Equivalent core courses required for a Certified Credit Professional Designation are available at RDC. Please see website for more details.

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Health Related Programs

## Chairperson

Maureen Matejka  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Health Care Aide Program

This program prepares the graduate to work in the full role of the Health Care Aide, in acute care facilities, continuing care facilities as well as in clients' homes.

Please check with the Registrar's Office for the dates of the next offering.

### Related Careers

Health Care Aides may work in continuing care, in clients' homes or in hospital.

### The Program

The HCA program consists of a variety of learning approaches including clinical practice supervised by a program instructor in a continuing care facility. Following the supervised clinical practice students are required to complete a preceptored clinical experience. Graduates complete the approved Alberta Health & Wellness Health Care Aide 2010 curriculum and are certified as Health Care Aides in Alberta.

### Admission Requirements

1. Successful completion of ELA 10-1 or ELA 10-2 or an equivalent (or equivalency testing)

OR

2. G.E.D.  
Immunization to be completed prior to program start.

Call RDC Test Centre for details on testing requirements.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Note:** While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. The current criminal record check process is under review by Alberta Health Services and may change during the academic year. You will be notified should these changes effect you.

### Program Content

|         |   |
|---------|---|
| HCA 141 | Working Safely and Effectively as a HCA                         |
| HCA 142 | Communication in a Health Care Environment                      |
| HCA 143 | Structure & Function of the Human Body-Health & Chronic Illness |
| HCA 144 | Providing Client Care & Comfort                                 |
| HCA 145 | Meeting Complex Care Needs                                      |
| HCA 146 | Assisting with Medication Delivery                              |
| HCA 147 | Special Activities for Diverse Clients                          |
| HCA 122 | HCA Supervised Clinical Practice                                |
| HCA 123 | HCA Preceptored Clinical Practice                               |

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 2,793.75 |
| Student Association Fees     | \$ 125.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 225.00   |
| Books/Materials              | \$ 605.00   |
| Total                        | \$ 4,048.75 |

### Graduation Requirements

Students must successfully complete all required courses, including practicum and preceptorship, in order to graduate.

## Health Care Aide Program - High School Career and Technology Studies Route

The Health Care Aide - High School CTS Route is designed for high school students who wish to take the CTS health studies stream to complete the requirements for the Health Care Aide program. RDC partners with high schools to offer the content from the HCA provincial curriculum that is not already part of the CTS health stream. Students begin the program by registering for the CTS health studies courses then register at RDC to take the additional courses to receive an RDC, HCA credential. The program will prepare graduates to work in institutional and community settings.

### Program Content

Block recognition for the following CTS Health Studies Courses:

|          |  |
|----------|--|
| HSS 1010 | Health & Wellness Foundations                  |
| HSS 1020 | Nutrition & Wellness                           |
| HCS 1050 | Musculoskeletal System I                       |
| HCS 1060 | Digestive System                               |
| HCS 1070 | Respiratory System                             |
| HCS 1080 | Cardiovascular System                          |
| HCS 1100 | Infection & Immunity I                         |
| HCS 1110 | Infection & Immunity 2                         |
| HCS 2020 | First Aid/CPR with AED                         |
| HCS 2050 | Nervous System & Senses                        |
| HCS 2060 | Endocrine System                               |
| CCS 2010 | Health Care 1                                  |
| CCS 3030 | Aging and Frailty                              |
| CCS 3010 | Health Care 2                                  |
| CCS 3020 | Health Care 3                                  |
| HCA 122  | Health Care Aide Supervised Clinical Practice  |
| HCA 123  | Health Care Aide Preceptored Clinical Practice |
| HCA 124  | HCA Theory - CTS Route                         |

# Hospitality and Tourism Management

## Donald School of Business - Main Campus

### Chairperson

Robert Van Someren  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### One-Year Certificate/Two-Year Diploma

Tourism, both in Canada and around the world is predicted to maintain a rapid pace of growth. This translates into continued demand for program graduates and increased opportunities for advancement within the Hospitality & Tourism industry. There are opportunities for professionally trained personnel in all areas of this "people business." Red Deer College and the hospitality industry have formed a partnership that benefits the student and the industry. Both partners contribute to all aspects of the program, from development to accreditation.

The program offers a one-year certificate and a two-year diploma in two areas of specialization:

1. Accommodation and Marketing Management
2. Food and Beverage Management

The certificate is designed to give the student the basic skills and knowledge required for entry-level and supervisory positions. The diploma is designed to prepare the student for management positions.

### Career and Employment Opportunities

One of the biggest benefits to graduates is the diversity of careers available, whether close to home or around the world. Red Deer College graduates have chosen careers such as Front Office Manager, Sales and Marketing Manager, Restaurant Manager, Food and Beverage Manager, Human Resources Manager, Event Coordinator and Entrepreneur.

Our graduates have earned positions with major hotel, food service and tourism operations throughout Canada and the World. Hong Kong, Great Britain, Switzerland, Mexico, Australia, the Cayman Islands and the United States are a few countries where our graduates have chosen to work.

### Transfer Features

The Hospitality and Tourism Program may provide graduates with advanced standing in various university degree programs:

- University of New Brunswick (Saint John)
  - Bachelor of Applied Management in Hospitality and Tourism
- University of Lethbridge
  - Bachelor of Management
- Athabasca University
  - Bachelor of Administration
  - Bachelor of Professional Arts, Communication Studies Major
- University of Calgary
  - Bachelor of Hotel and Resort Management
- Malaspina University College
  - Bachelor of Tourism Management
- Royal Roads University
  - Bachelor of Arts in International Hotel Management

Please contact the Chairperson for further information.

### Admission Requirements

#### Academic Requirements

#### Certificate

##### 1. High School Diploma

OR

##### 2. General Equivalency Diploma

OR

##### 3. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, AND obtain a satisfactory mark (score of 50% or greater) on a test of basic English and Math administered by the College and a score of 2 or higher on a writing sample.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: While not an admission requirement for the program, some practicum agencies and field placements may require Criminal Record Checks of students working in their organizations. Information about obtaining Criminal Record Checks will be provided to students after they have been admitted to the program. Prospective students who have a criminal record should discuss the matter with the department Chair prior to applying for admission.

### Program Content

#### 1. Accommodation and Marketing Management

#### Certificate

#### Fall & Winter Terms

|          |   |
|----------|---|
| COMM 140 | Fundamentals of Workplace Communications            |
| HOSP 203 | Front Office Procedures                             |
| HOSP 204 | Guest Room Management                               |
| HOSP 206 | Hospitality Marketing                               |
| HOSP 208 | Hospitality Sales and Advertising                   |
| HOSP 213 | Computers   |
| HOSP 215 | Food Safety and Sanitation Management               |
| HOSP 220 | Basic Food Preparation                              |
| HOSP 221 | Basic Dining Room Service                           |
| HOSP 233 | Quality Service Integration                         |
| HOSP 240 | Hospitality Human Resource Management               |
| HOSP 241 | Strategic Career Development I                      |
| HOSP 243 | Workplace Safety and Responsibility                 |
| HOSP 244 | Introduction to Hospitality Services and Facilities |
| HOSP 313 | Advanced Computers for Hospitality                  |

**Spring Term**

WKEP 230 1st Year Field Work

**Diploma**

**Fall and Winter Terms**

|          |  |
|----------|--|
| HOSP 202 | Introductory Accounting                          |
| HOSP 205 | Security and Emergency Management                |
| HOSP 214 | Food, Beverage and Labor Cost Controls           |
| HOSP 236 | Hospitality Management Accounting                |
| HOSP 242 | Strategic Career Development II                  |
| HOSP 303 | Convention and Event Management                  |
| HOSP 306 | Accommodation and Restaurant Law                 |
| HOSP 308 | Tourism Operations                               |
| HOSP 312 | Hospitality Operations and Entrepreneurship      |
| HOSP 318 | Contemporary Hospitality Management Theory       |
| HOSP 328 | Electronic Marketing for Hospitality and Tourism |
| Option*  | 3 credits  |

**Spring Term**

WKEP 330 2nd Year Field Work

**Program Cost Estimates - 2013/2014**

Accommodation & Marketing Management

|                              |                   |
|------------------------------|-------------------|
| Year 1                       |                   |
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 317.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,106.00</u> |
| Total                        | \$6,501.50        |

|                              |                   |
|------------------------------|-------------------|
| Year 2                       |                   |
| Tuition                      | \$3,799.50        |
| Student Association Fees     | \$ 170.00         |
| Fees                         | \$ 117.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 306.00         |
| Books/Materials              | <u>\$1,350.00</u> |
| Total                        | \$6,042.50        |

**2. Food and Beverage Management Certificate**

**Fall and Winter Terms**

|          |   |
|----------|---|
| COMM 140 | Fundamentals of Workplace Communications            |
| HOSP 206 | Hospitality Marketing                               |
| HOSP 208 | Hospitality Sales and Advertising                   |
| HOSP 213 | Computers   |
| HOSP 215 | Food Safety and Sanitation Management               |
| HOSP 220 | Basic Food Preparation                              |
| HOSP 221 | Basic Dining Room Service                           |
| HOSP 228 | Bar and Beverage Management                         |
| HOSP 230 | Introduction to Wine                                |
| HOSP 233 | Quality Service Integration                         |
| HOSP 239 | Food Purchasing and Production                      |
| HOSP 240 | Hospitality Human Resource Management               |
| HOSP 241 | Strategic Career Development I                      |
| HOSP 243 | Workplace Safety and Responsibility                 |
| HOSP 244 | Introduction to Hospitality Services and Facilities |

**Spring Term**

WKEP 230 1st Year Field Work

**Diploma**

**Fall and Winter Terms**

|          |   |
|----------|---|
| HOSP 202 | Introductory Accounting                     |
| HOSP 205 | Security and Emergency Management           |
| HOSP 214 | Food, Beverage and Labor Cost Controls      |
| HOSP 226 | Menu Planning and Design                    |
| HOSP 236 | Hospitality Management Accounting           |
| HOSP 242 | Strategic Career Development II             |
| HOSP 303 | Convention and Event Management             |
| HOSP 306 | Accommodation and Restaurant Law            |
| HOSP 312 | Hospitality Operations and Entrepreneurship |
| HOSP 318 | Contemporary Hospitality Management Theory  |
| HOSP 322 | Fine Dining Food Preparation                |
| HOSP 320 | Fine Dining Service                         |
| HOSP 321 | Beverage Operations                         |
| Option*  | 3 credits                                   |

**Spring Term**

WKEP 330 2nd Year Field Work

\*Options may not include high school equivalency courses. If you plan to transfer to a university refer to the Alberta Transfer Guide.

**Graduation Requirements**

A student must pass all courses and achieve a minimum cumulative GPA of 2.0 to graduate from the certificate or diploma program.

**Program Cost Estimates - 2013/2014**

Food & Beverage Management

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$ 4,134.75       |
| Student Association Fees     | \$ 185.00         |
| Fees                         | \$ 372.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 333.00         |
| Books/Materials              | <u>\$1,100.00</u> |
| Total                        | \$6,424.75        |

|                              |                    |
|------------------------------|--------------------|
| Year 2                       |                    |
| Tuition                      | \$ 4,023.00        |
| Student Association Fees     | \$ 180.00          |
| Fees                         | \$ 52.00           |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 288.00          |
| Books/Materials              | <u>\$ 1,225.00</u> |
| Total                        | \$6,104.00         |

**Special Fees and Expenses**

Field Work placements will require the student to pay for living expenses and have proper attire for the workplace.

Students participating in Food and Beverage Labs are required to provide their own uniforms and proper footwear.



# Kinesiology and Sport Studies

## Chairperson

Sharon Hamilton  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two-Year Diploma Program

Kinesiology is the study of the science of movement. The Red Deer College Kinesiology and Sport Studies program offers 2-year diploma specializations in the following areas:

- Kinesiology and Sport Studies General
- Kinesiology and Sport Studies Adapted Physical Education
- Kinesiology and Sport Studies Coaching & Sport Performance
- Kinesiology and Sport Studies Fitness and Health Promotion
- Kinesiology and Sport Studies Sport Management

The diploma programs allow you to acquire knowledge and experience in either Adapted Physical Education, Coaching and Sport Performance, Fitness and Health Promotion, Sport Management or take the General Diploma pattern of courses. After completing the 2-year Diploma Program, you may transfer to a university to complete a 4-year Bachelor's Degree program (see Kinesiology and Sport Studies - University Transfer Programs, page 45).

## The Program

The objective of the diploma program is to educate and prepare qualified leaders in the field of Kinesiology and Sport Studies who are prepared for employment in related fields and agencies in the private and public sectors.

## Admission Requirements

### 1. Minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group A\* and/or C (for this program only, Math 30-2 may also be used as one of these subjects)
- c. Subject from Group A\* or C
- d. Subject from Group C (Biology 30 recommended)
- e. Subject from Group B, C, or D (see "Alberta Grade 12 Course Groups", page 8)

\* Only one language other than English will be accepted  
OR

### 2. Mature Student

You must be 19 years of age or older, out of high school for at least one full year before the program starts, and have a minimum average of 60% with no mark below 50% in:

- a. ELA 30-1
- b. Subject from Group C (Biology 30 recommended)

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Note:** After completing your diploma and if you are applying to transfer to the Faculty of Kinesiology at the University of Calgary, you must present ELA 30-1, Biology 30, Mathematics 30-1 and Chemistry 30 for admission. For the U of C - Exercise and Health Physiology Major - Mathematics 30-1 (minimum grade of 70%) is required. Math 31 is recommended. For the U of C - Biomechanics Major - Mathematics 30-1 ((minimum grade of 70%) and Math 31 are required; Physics 30 is recommended.

**Note:** If you are applying to the University of Alberta Bachelor of Science Kinesiology (BScKin), admission to this program requires the following high school subject requirements - English Language Arts 30-1, Chemistry 30, Mathematics 30-1, Physics 30, and one of Biology 30 or Physical Education 30 (5 credit) or approved 35 level equivalent (5 credit), including Exercise Science 35, Sports Medicine 35, or Sport Performance 35.

## Program Content

### Diploma - Kinesiology and Sport Studies - General

This program is designed for students who wish to (1) complete the General Diploma or (2) continue on to complete a four year Bachelor's Degree. The General Diploma is the University of Alberta and University of Calgary Transfer Programs pattern of courses.

General Diploma (transfer to Bachelor of Physical Education Degree at the University of Alberta)

#### Year 1

|                   |  |
|-------------------|--|
| KNSS 200          | Structural Anatomy                                       |
| KNSS 201          | Biomechanics   |
| KNSS 204          | Sociocultural Foundations of P.E. Leisure & Sport        |
| KNSS 210          | Fitness and Wellness Theory & Practice                   |
| KNSS 240          | Adapted Physical Education                               |
| KNSS 270          | Leadership & Instruction in Physical Activity            |
| KDNC 200          | The Spectrum of Dance in Society                         |
| ENGL 219/ENGL 220 | Essay Composition and Critical Reading/Literary Analysis |

One Physical Activity Course - KPAC/KDNC

#### Year 2

|          |   |
|----------|---|
| PSIO 258 | Elementary Physiology I   |
| PSIO 259 | Elementary Physiology II  |
| KNSS 202 | Physiology of Exercise  |
| KNSS 203 | Skill Acquisition & Performance                                       |
| KNSS 205 | History of Sport  |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity, & Recreation Programs |

One Physical Activity Course -KPAC/KDNC  
Two of:

|          |                                   |
|----------|-----------------------------------|
| KNSS 209 | Measurement and Evaluation        |
| KNSS 244 | Introduction to Nutrition Studies |
| KNSS 253 | Psychological Sport Performance   |
| KNSS 307 | Growth and Development            |
| PSYC 260 | Basic Psychological Processes     |

One of:

|          |   |
|----------|---|
| KNSS 220 | Introduction to Athletic Therapy                  |
| KNSS 260 | Introduction to Coaching Theory                   |
| KNSS 280 | Introduction to Outdoor Education*                |
| KNSS 299 | Directed Studies in Kinesiology and Sport Studies |
| INTD 240 | Integrated Arts Approach to Movement              |

\*Participation in KNSS 280 requires that all students complete and return a participant information package in early August. If you do not receive an information package by the end of July, please contact the Kinesiology Department at 403-342-3201. KNSS 280 includes a one week camp during the fourth week of August.

General Diploma (transfer to Bachelor of Kinesiology Degree at the University of Calgary).

#### Year 1

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                                |
| KNSS 201 | Biomechanics                                      |
| KNSS 204 | Sociocultural Foundations of P.E. Leisure & Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice            |
| KNSS 240 | Adapted Physical Education                        |
| KNSS 270 | Leadership & Instruction in Physical Activity     |
| KDNC 200 | The Spectrum of Dance in Society                  |

Two Approved Options

Two Physical Activity Courses - KPAC/ KDNC or KNSS 280\*

#### Year 2

|          |                              |
|----------|------------------------------|
| PSIO 258 | Elementary Physiology I      |
| PSIO 259 | Elementary Physiology II     |
| KNSS 205 | History of Sport             |
| KNSS 209 | Measurement and Evaluation   |
| KNSS 244 | Introduction to Nutrition    |
| KNSS 307 | Growth and Development       |
| BIOL 217 | Introduction to Cell Biology |

Two Physical Activity Courses - KPAC/ KDNC or KNSS 280\*

Two of:

|  |
|--|
| One Approved Option                      |
| KNSS 203 Skill Acquisition & Performance |

|          |   |
|----------|---|
| KNSS 220 | Introduction to Athletic Therapy                                      |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity, & Recreation Programs |
| KNSS 253 | Psychological Sport Performance                                       |
| KNSS 260 | Introduction to Coaching Theory                                       |
| KNSS 299 | Directed Studies in Kinesiology and Sport Studies                     |
| INTD 240 | Integrated Arts Approach to Movement                                  |

Note: Students should plan to take KNSS 200, PSIO 258, PSIO 259 and BIOL 217 at RDC before transferring to U of C. Approved Options should be selected after consultation with an Academic Advisor and considering the major you will choose upon transferring. General Major Approved Options are ENGL 219 and/or PSYC 260.

Students interested in pursuing the Leadership in Pedagogy and Coaching Major at the U of C should discuss, with an Academic Advisor, requirements for admission to this program at U of C prior to commencement of their RDC Kinesiology program.

### Diploma - Kinesiology and Sport Studies - Adapted Physical Education

The Adapted Physical Education Program is designed for students who wish to (1) complete a diploma with a focus in adapted physical education (2) pursue the university transferable program of studies in the area of Kinesiology and Sport Studies or the University of Calgary Bachelor of Community Rehabilitation Program.

The 2-year Adapted Physical Education program is designed so that the students will acquire the knowledge, skills and attitudes in preparation for a career in the area of adapted physical education program development and delivery.

### Course Selection

#### Year 1

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                                |
| KNSS 201 | Biomechanics                                      |
| KNSS 204 | Sociocultural Foundations of PE Leisure and Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice            |
| KNSS 240 | Adapted Physical Education                        |
| KNSS 270 | Leadership and Instruction in Physical Activity   |
| KDNC 200 | The Spectrum of Dance in Society                  |
| KNSS 307 | Human Growth & Development                        |

One Physical Activity Course - KPAC/KDNC Approved Option (ENGL 219 or PSYCH 260 recommended)

#### Year 2

|          |   |
|----------|---|
| PSIO 258 | Elementary Physiology I   |
| PSIO 259 | Elementary Physiology II  |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity, & Recreation Programs |
| KNSS 299 | Directed Studies in Kinesiology and Sport Studies                     |
| INTD 240 | Integrated Arts Approach to Adapted Physical Education                |
| KNSS 306 | Values and Ethics in Adapted Physical Education                       |
| KNSS 285 | Physical Activity & Aging   |
| KNSS 340 | Pedagogies in Adapted Human Movement                                  |

Two Approved Options: (Recommended: BIOL 217 (U of C Transfer); KNSS 202, KNSS 205, KNSS 209, KNSS 260, KNSS 244, KNSS 253, One KPAC/KDNC, PSYCH 260, ENGL 219, ENGL 220)

The diploma program requires the completion of the above listed courses or acceptable replacement courses.

Acceptance into the Adapted Physical Education Diploma Program is limited by quota based on a minimum GPA of 2.0, Directed Study placement availability, an interview, and completion of the following additional requirements: Standard First Aid, CPR-HCP & AED certification (or equivalent). Proof of completion of the additional requirements must be provided prior to the start of year 2.

Students normally apply to this diploma program starting December 1 of their first year of studies in the Kinesiology and Sport Studies Program.

### Diploma - Kinesiology and Sport Studies - Coaching & Sport Performance

This Diploma Program is designed for students who wish to (1) complete a diploma with a focus on Coaching & Sport Performance or (2) pursue the university transferable program of studies in the area of Kinesiology and Sport Studies.

The 2-year Coaching & Sport Performance program is designed so that the students will acquire the necessary knowledge, skills and attitudes required to coach select individual or team sports.

#### Course Selection

##### Year 1

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                              |
| KNSS 201 | Biomechanics                                    |
| KNSS 204 | Sociocultural Foundations of PE Leisure & Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice          |
| KNSS 240 | Adapted Physical Education                      |
| KNSS 270 | Leadership & Instruction in Physical Activity   |
| KDNC 200 | The Spectrum of Dance in Society                |

Approved Option

Approved Option

One Physical Activity Course - KPAC/KDNC

##### Year 2

|          |   |
|----------|---|
| PSIO 258 | Elementary Physiology I   |
| PSIO 259 | Elementary Physiology II  |
| KNSS 202 | Physiology of Exercise (U of A transfer only)                         |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity, & Recreation Programs |
| KNSS 253 | Psychological Sport Performance                                       |
| KNSS 260 | Intro to Coaching Theory  |
| KNSS 299 | Directed Studies in Kinesiology & Sport Studies                       |

One of:

|          |                                  |
|----------|----------------------------------|
| KNSS 203 | Skill Acquisition & Performance  |
| KNSS 220 | Introduction to Athletic Therapy |

One of:

|                  |  |
|------------------|--|
| BIOL 217         | Intro to Cell Biology (required for U of C transfer students)        |
| KNSS 205         | History of Sport   |
| KNSS 209         | Measurement and Evaluation   |
| KNSS 244         | Introduction to Nutrition (recommended for U of C transfer students) |
| KNSS 307         | Growth and Development   |
| One of:          |  |
| KPAC 290         | Metabolic Conditioning   |
| KPAC 321         | Applied Resistance Training  |
| An Advanced KPAC |  |

The diploma program requires the completion of the above listed courses or acceptable replacement courses. The Coaching Diploma also requires the completion of First Aid and CPR.

Acceptance into the Coaching Diploma Program is limited by quota based on a minimum GPA of 2.0, Directed Study placement availability and an interview.

Students normally apply to this diploma program starting December 1 of their first year of studies in the Kinesiology and Sport Studies Program.

### Diploma - Kinesiology and Sport Studies - Fitness and Health Promotion

This Diploma Program is designed for students who wish to (1) complete a diploma with a focus on Fitness and Health Promotion or (2) pursue the university transferable program of studies in the area of Kinesiology and Sport Studies.

The 2-year Fitness and Health Promotion Program is designed so that the students will acquire the necessary knowledge, skills and attitudes required to plan and instruct fitness classes, perform a variety of fitness testing protocols, counsel individuals and groups regarding fitness programs and establish and operate fitness programs in industry, clubs and communities.

#### Course Selection

##### Year 1

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                              |
| KNSS 201 | Biomechanics                                    |
| KNSS 204 | Sociocultural Foundations of PE Leisure & Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice          |
| KNSS 240 | Adapted Physical Education                      |
| KNSS 270 | Leadership & Instruction in Physical Activity   |
| KDNC 200 | The Spectrum of Dance in Society                |

Approved Option

Approved Option

KPAC 290 Metabolic Conditioning

##### Year 2

|          |   |
|----------|---|
| PSIO 258 | Elementary Physiology I   |
| PSIO 259 | Elementary Physiology II  |
| KNSS 202 | Physiology of Exercise (U of A transfer only)                         |
| KNSS 209 | Measurement & Evaluation  |
| KNSS 244 | Introduction to Nutrition   |
| KNSS 250 | Intro to the Admin of Sport, Physical Activity, & Recreation Programs |
| KNSS 299 | Directed Study  |
| KPAC 321 | Applied Resistance Training   |

Two of:

|   |   |
|---|---|
| KNSS 203                                  | Skill Acquisition and Performance                             |
| KNSS 205                                  | History of Sport  |
| KNSS 220                                  | Athletic Therapy OR   |
| KNSS 280*                                 | Outdoor Education   |
| KNSS 253                                  | Psychological Sport Performance                               |
| KNSS 307                                  | Growth and Development  |
| BIOL 217                                  | Intro to Cell Biology (required for U of C transfer students) |
| PSYC 260                                  | Basic Psychological Processes                                 |
| One Physical Activity Course - KPAC/ KDNC |   |
| BUS 201                                   | Introduction to Business                                      |
| BADM 132                                  | Introduction to Marketing                                     |

The diploma program requires the completion of the above listed courses or acceptable replacement courses. The Fitness and Health Promotion Diploma Program also requires the following certifications:

AFLCA - Alberta Fitness Leadership Certification Association certification in one of the four specialties: Older Population,

Aerobic, Aquatic, Resistance Training (AFLCA Certification includes CPR) OR the NCCP Level I Weightlifting - Instructional Stream  
AFLCA group exercise OR the NCCP Level I Weightlifting - Instructional Stream  
Athletic First Aid (Standard First Aid accepted) and CPR Level B or C.  
CSEP-CPT (Certified Personal Trainer) - Students are able to write the CSEP-CPT national certification examination upon completion of their Fitness & Health Promotion Diploma coursework.

These certifications are available through the Kevin Sirois Fitness and Resource Centre at Red Deer College at a cost of approximately \$60-\$150 per certification. Acceptance into the Fitness and Health Promotion Diploma Program is limited by quota based on a minimum GPA of 2.0, Directed Study placement availability and an interview.

Students normally apply to this diploma program starting December 1 of their first year of studies in the Kinesiology and Sport Studies Program.

### Diploma - Kinesiology and Sport Studies - Sport Management

This program is designed for students who wish to (1) complete a diploma with a focus on sport management or (2) pursue the university transferable program of studies in the area of Kinesiology and Sport Studies.

The 2-year diploma program in Sport Management is designed to provide knowledge and practical skills so that the graduate of this program can work in a variety of sport management settings. Employment positions may include: planning and directing programs and activities in clubs, leagues, and summer camps; civic or provincial sport governing organizations or a variety of other sport, recreation and fitness agencies.

Students will acquire administration and leadership skills necessary for the planning, designing, marketing and implementing of sports programs, as well as instruction and analytical skills necessary for teaching and coaching.

### Course Selection

#### Year 1

|          |   |
|----------|---|
| KNSS 200 | Structural Anatomy                              |
| KNSS 201 | Biomechanics                                    |
| KNSS 204 | Sociocultural Foundations of PE Leisure & Sport |
| KNSS 210 | Fitness and Wellness Theory & Practice          |
| KNSS 240 | Adapted Physical Education                      |
| KNSS 270 | Leadership & Instruction in Physical Activity   |
| KDNC 200 | The Spectrum of Dance in Society                |

Approved Option

Approved Option

One Physical Activity Course - KPAC/KDNC

#### Year 2

|          |  |
|----------|--|
| PSIO 258 | Elementary Physiology I  |
| PSIO 259 | Elementary Physiology II   |
| KNSS 250 | Intro to the Admin of Sports, Physical Activity, & Recreation Programs |
| KNSS 299 | Directed Studies in Kinesiology & Sport Studies                        |

One of:

|          |                                 |
|----------|---------------------------------|
| KNSS 205 | History of Sport                |
| KNSS 253 | Psychological Sport Performance |

Four of:

|          |  |
|----------|--|
| ACCT 202 | Introductory Financial Accounting                                |
| BUS 201  | Introduction to Business   |
| BADM 132 | Introduction to Marketing (no U of C transfer)                   |
| BUS 303  | Introduction to Organizational Behavior (if not taken in year 1) |
| BUS 311  | Legal Foundations of the Canadian Economy                        |
| ECON 201 | Introduction to Microeconomics                                   |

One of:

|          |   |
|----------|---|
| KNSS 202 | Physiology of Exercise (U of A transfer only) |
| KNSS 203 | Skill Acquisition and Performance             |
| KNSS 205 | History of Sport                              |
| KNSS 209 | Measurement and Evaluation                    |
| KNSS 220 | Introduction to Athletic Therapy              |
| KNSS 244 | Introduction to Nutrition                     |

|  |  |
|--|--|
| KNSS 253                                 | Psychological Sport Performances                     |
| KNSS 260                                 | Introduction to Coaching                             |
| KNSS 280*                                | Introduction to Outdoor Education                    |
| BIOL 217                                 | Intro to Cell Biology (required for U of C transfer) |
| INTD 240                                 | Integrated Arts Approach to Movement                 |
| One Physical Activity Course - KPAC/KDNC |  |

\*Participation in KNSS 280 requires that all students complete and return a participant information package in early August. If you do not receive an information package by the end of July, please contact the Kinesiology Department at 403-342-3201. KNSS 280 includes a one week camp during the fourth week of August.

The diploma program requires the completion of the above listed courses or acceptable replacement courses.

Acceptance into the Sport Management Diploma program is limited by quota based on a minimum GPA of 2.0, Directed Study placement availability and an interview. Students normally apply to this diploma program starting December 1 of their first year of studies in the Kinesiology and Sport Studies Program.

### Program Cost Estimates - 2013/2014

#### General

##### Year 1

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$3,576.50        |
| Student Association Fees     | \$ 160.00         |
| Fees                         | \$ 79.00          |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 288.00         |
| Books/Materials              | <u>\$1,050.00</u> |
| Total                        | \$5,453.00        |

##### Year 2

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$3,687.75        |
| Student Association Fees     | \$ 165.00         |
| Fees                         | \$ 45.00          |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 297.00         |
| Books/Materials              | <u>\$1,050.00</u> |
| Total                        | \$5,544.75        |

### Graduation Requirements

You must complete all courses with a minimum cumulative grade point average of 2.0 with no grade less than D in any course to receive the Kinesiology and Sport Studies Diploma.



# Legal Assistant

## Donald School of Business - Downtown

### Chairperson

Fred Cardwell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### Two-Year Diploma

### Related Careers

Legal assistants often find work in law offices, governments, financial institutions, and in the oil and gas sector. They work under a lawyer's supervision, completing routine legal and administrative processes.

Specific examples of Legal Assistant duties include real estate transactions; preparing common forms of wills, estates, and probate and collection work, as well as litigation and corporate work.

Students are eligible to become members of the Alberta Association of Professional Paralegals.

### The Program

This two-year program prepares students to work within the legal profession as a highly skilled administrative professional providing support to lawyers within law firms, legal departments of corporations and government agencies. Students will develop knowledge and skills in legal terminology and procedures, technology, and communication through the following outcomes:

- complete processes and documents related to default judgments and contested actions, collections and chambers applications
- complete processes, searches, documents, and letters related to a variety of real estate purchases and sales
- create wills and power of attorney, personal directives and applications for trusteeship and guardianship
- complete applications for probate and administration
- complete processes and documents for application for divorce, custody, access, support and matrimonial property pursuant to the various family statutes

- register a variety of types of businesses, and prepare and maintain a corporate minute book
- demonstrate a basic understanding of the Canadian legal system
- demonstrate a basic understanding of criminal law
- identify components of contracts and assemble selected contracts
- create messages, letters and documents with appropriate style and format, using correct grammar and spelling. Proofread and edit own work and the work of others
- complete math calculations common to a law office
- demonstrate technical competence related to information technology commonly used in legal environments
- use interpersonal communication skills to promote positive client relations, resolve conflict and promote a positive team working environment
- demonstrate initiative, attitude and positive presentation of self, appropriate to the legal environments
- behave in an ethical manner based on the Code of Professional Conduct of the Law Society of Alberta
- demonstrate job search skills
- locate, evaluate, select, organize and summarize information using appropriate resources
- identify common problems encountered in the role of legal assistant and demonstrate problem solving strategies
- demonstrate time management and organizational skills.

### Admission Requirements

A minimum of 50% in ELA 30-1 or 65% in ELA 30-2, or equivalent,

OR

a minimum score at the 50th percentile on the English component of the College Board Placement Test or the Test of Adult Basic Education and a score of 2 or higher on a writing sample.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: Applicants are advised that they are exempt from the Communication Course Placement Testing as COMM 150 and COMM 250 are program requirements.

Note: It is to your advantage to have basic keyboarding and grammar before beginning the Program.

Note: Applicants are advised that they may be required to provide a Criminal Record Check to some agencies where they will be placed for practicum experiences. The existence of a Criminal Record may affect practicum placement and program completion therefore impact future employment prospects. It is each agency's or institution's decision to accept or reject a student for placement or observation experience based on the results of the criminal record check.

### Program Content

#### Year 1

|          |   |
|----------|---|
| COMM 150 | Business and Workplace Writing                              |
| COMM 250 | Business and Workplace Writing                              |
| LEGL 100 | Beginning Keyboarding                                       |
| LEGL 105 | Introduction to the Canadian Legal System                   |
| LEGL 110 | Litigation I  |
| LEGL 115 | Litigation II   |
| LEGL 120 | Corporate Law   |
| LEGL 125 | Contracts   |
| LEGL 130 | Real Estate I   |
| LEGL 135 | Business Keyboarding  |
| LEGL 140 | Introductory Information Processing for the Legal Assistant |
| LEGL 145 | Criminal Law  |



## Year 2

|          |   |
|----------|---|
| LEGL 200 | Professional and Interpersonal Skills                       |
| LEGL 205 | Estate Planning   |
| LEGL 210 | Litigation III  |
| LEGL 215 | Litigation IV   |
| LEGL 220 | Intermediate Information Processing for the Legal Assistant |
| LEGL 225 | Estate Administration                                       |
| LEGL 230 | Real Estate II  |
| LEGL 235 | Real Estate III   |
| LEGL 240 | Family Law  |
| LEGL 245 | Technology Integration for the Legal Assistant              |
| LEGL 250 | Practicum   |

LEGL 250 Practicum is usually completed during May and June following the second year.

## Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Year 1                       |                    |
| Tuition                      | \$ 3,576.00        |
| Student Association Fees     | \$ 160.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 288.00          |
| Books/Materials              | <u>\$ 1,065.00</u> |
| Total                        | \$ 5,389.00        |

|                              |                    |
|------------------------------|--------------------|
| Year 2                       |                    |
| Tuition                      | \$ 3,687.75        |
| Student Association Fees     | \$ 165.00          |
| Fees                         | \$ 57.00           |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 297.00          |
| Books/Materials              | <u>\$ 1,145.00</u> |
| Total                        | \$ 5,217.50        |

## Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Medical Laboratory Assistant

## Chairperson

Dr. Bryan Rowsell  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## 23-week Certificate Program

The program is designed so that students complete sixteen weeks of classroom and laboratory study at RDC followed by a seven week practicum of clinical laboratory training. The Medical Lab Assistant certificate includes four major areas of study: phlebotomy, urinalysis, histology, and microbiology. Students are trained to collect, process, and prepare patient specimens, enter data, perform clerical and reception services, perform electrocardiograms and urinalysis, and carry out basic laboratory procedures. Graduates of the MLA program are eligible to write the Canadian Society for Medical Laboratory Science MLA national certification examination.

During practicum experience, students will address a limited selection of competency in a simulation lab. The remainder of the unpaid practicum occurs in settings whose staffing includes Medical Laboratory Assistants. The available practicum sites are located primarily in central Alberta.

All students are expected to travel to clinical agencies throughout Central Alberta Health Services Region for the clinical practicum. Students require access to reliable transportation that will enable them to complete the requirements for the clinical practicum. During the clinical practicum students may also be required to arrange alternate accommodation for up to 7 weeks during the winter semester. Students are responsible for costs associated with this travel.

## Related Careers

There is a high demand for Medical Lab Assistant in Central Alberta, as well as in other areas provincially and interprovincially. Medical Lab Assistants find employment in hospitals, community health centers, and public or private clinical laboratories.

**Note: There is one annual intake in Fall for the MLA program usually beginning in October.**

## Admission Requirements

### A) Academic Requirements

1. Minimum average of 60% and no mark below 50% in:
    - a. English 30-1 or 30-2
    - b. Chemistry 20
    - c. Biology 20
    - d. Math 10C or Math 20-2
  2. Keyboarding skills (minimum 30 words per minute with 90% accuracy)
  3. Basic computer literacy exam
- AND

### Additional Requirements

A completed Career Investigation report that documents a visit or job shadow in a clinical laboratory or blood collection site.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## International Applicants

Please refer to Page 9 for information.

## Career Investigation

Applicants are required to complete a Medical Laboratory Assistant Program Specific Career Investigation Report Form. A visit to a clinical laboratory or collection site and completion of a Career Investigation form specific to the Medical Laboratory Assisting program are required.

## B) Non-academic Requirements

### Immunization Requirements

Once accepted into the Medical Laboratory Assistant program, students will be given an immunization requirement form to be completed by their physician, public health nurse or health professional. Your immunization must be up-to-date prior to orientation. Your completed immunization requirement form must be submitted at your program's orientation in September.

Don't wait - start updating your immunization today. You will need immunization against tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox) and hepatitis B (including Hepatitis B titre). You will also be required to undergo tuberculosis screening within a specified time prior to practicum placement. Failure to do so will prevent you from participating in program activities and clinical placement. A copy of your records may be obtained from your public health clinic or physician's office.

**Note:** While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. The current criminal record check process is under review by Alberta Health Services and may change during the academic year. You will be notified should these changes affect you.

## Program Content

### **Year 1** Oct-April (irregular term)

|         |   |
|---------|---|
| MLA 100 | Professional Relations                        |
| MLA 101 | Basic Electrocardiography                     |
| MLA 102 | Quality Management                            |
| MLA 103 | Basic Anatomy and Physiology                  |
| MLA 104 | Medical Terminology                           |
| MLA 105 | Infection Control and Safety                  |
| MLA 106 | Blood Collection & Handling                   |
| MLA 107 | Introduction to General Laboratory Procedures |
| MLA 108 | Introduction to Medical Laboratory Testing    |
| MLA 109 | Miscellaneous Specimen Processing             |
| MLA 110 | Urinalysis                                    |
| MLA 115 | Clinical Practicum                            |

## Graduation Requirement

You must pass all required courses including Clinical Practicum.

### **Program Cost Estimates - 2013/2014**

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$3,129.00        |
| (Domestic Students Only)     |                   |
| Student Association Fees     | \$ 140.00         |
| Fees                         | \$ 660.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 252.00         |
| Books/Materials              | <u>\$1,090.00</u> |
| Total                        | \$5,571.00        |

# Motion Picture Arts

## Contact Persons

Dr. Dale Wheeler  
Larry Reese  
Don Armstrong  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## The Program

The Applied Degree in Motion Picture Arts enables students who have completed two years of post-secondary theatre studies (or equivalent) to expand and apply their primary theatre training to the rapidly growing motion picture, television and multimedia industries. The two years of completed theatre studies is followed by a program year (3rd year) of intensive theory and hands-on instruction culminating in an advanced certificate in Performance or Production. Students may then choose to go on to the final (4th year) which is a credited mentored work experience the equivalent of two four-month terms or the opportunity to complete a substantial motion picture project. The program has two streams: the Production Stream and the Acting Stream.

## Related Careers

The motion picture industry is a major contributor to the North American economy and is at the forefront of the digital revolution. The producers of feature films, television series and commercials seek gifted storytellers, actors, artists and technicians with strong backgrounds in the dramatic arts. Existing theatre programs provide a solid foundation for advanced study in narrative motion picture acting and production. The MPA program provides students with the specific skills and experience they need to gain an advantage in this highly competitive industry.

Graduates of the Production Stream will apply their broad-based understanding of the nature of production to pursue multiple job tracks as their careers progress. Typically, graduates will begin employment at entry levels in various areas of the industry, including cinematography, camera operation, digital editing, production design, sound recording, production management, and special effects. Some graduates may choose to act as self-employed contractors in their own creative business ventures.

Acting Stream graduates will be prepared to audition for performance roles in feature films, movies of the week, series television, commercials, and voice-overs.

With experience and proven ability, graduates from both streams may also advance into entrepreneurial roles as directors, writers, and producers, supervising content creation in a wide variety of current and emerging media.

## Admission Requirements

1. You must have successfully completed 2 years of a post-secondary Theatre Studies Diploma Program (or equivalent) with a minimum 2.00 GPA. Other related post-secondary credits and/or equivalent experience will be considered.
- AND
2. You must complete a successful audition and/or interview/portfolio.

Further guidelines regarding audition/interview expectations are available at [www.rdc.ab.ca/performing\\_arts](http://www.rdc.ab.ca/performing_arts).

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

### Production Stream

|         |                                     |
|---------|-------------------------------------|
| Year 3  |                                     |
| MPA 301 | Motion Picture Fundamentals I       |
| MPA 302 | Motion Picture Fundamentals II      |
| MPA 303 | Motion Picture Business/Career Path |
| MPA 304 | Screenwriting Techniques            |
| MPA 305 | Motion Picture Directing            |
| MPA 311 | Motion Picture Technology           |
| MPA 315 | Motion Picture Production I         |
| MPA 316 | Motion Picture Production II        |
| MPA 320 | Motion Picture Projects I           |
| MPA 321 | Motion Picture Projects II          |

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,799.50 |
| Student Association Fees     | \$ 170.00   |
| Fees                         | \$ 960.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 306.00   |
| Books/Materials              | \$ 250.00   |
| Total                        | \$ 5,785.50 |

### Acting Stream

|         |                                     |
|---------|-------------------------------------|
| Year 3  |                                     |
| MPA 301 | Motion Picture Fundamentals I       |
| MPA 302 | Motion Picture Fundamentals II      |
| MPA 303 | Motion Picture Business/Career Path |
| MPA 304 | Screenwriting Techniques            |
| MPA 305 | Motion Picture Directing            |
| MPA 312 | Audition Techniques                 |
| MPA 317 | Motion Picture Acting I             |
| MPA 318 | Motion Picture Acting II            |
| MPA 320 | Motion Picture Projects I           |
| MPA 321 | Motion Picture Projects II          |

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,723.00 |
| Student Association Fees     | \$ 170.00   |
| Fees                         | \$ 960.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 272.00   |
| Books/Materials              | \$ 250.00   |
| Total                        | \$ 5,419.00 |

## Graduation Requirements

You must pass all of the required Year 3 courses in the Production or Performance Stream with a GPA of 2.00 to receive the Advanced Certificate in Motion Picture Arts.

# Music

## Chairperson

Dr. Dale Wheeler  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Related Careers

Music is one of the largest and fastest-growing industries in North America. The following is a short list of opportunities in this field:

- Performance:** Solo, small and large ensembles (eg. bands, orchestras) music theatre accompanying, recording artist, studio musician, conductor.
- Composition:** Song writing, arranging, transcription, film scoring, computer-generated music.
- Music Business:** Promotion/publicity, management, music sales, budgeting/ accounting, copyright.
- Technology:** Recording engineer, sound technician, equipment maintenance and set up, concert hall technical director.
- Teaching:** Private and group instruction in a home studio, private and group instruction in music academies, colleges, and universities.

## One-Year Music Preparatory Program

The one-year Music Preparatory Program is designed to:

- 1) provide an opportunity for students who have a general interest in music to broaden their knowledge and skills;
- 2) provide an entry-level opportunity for students with limited formal musical training who are considering a career in music and intend on pursuing the Music Diploma program.

In this program you will learn the fundamentals of reading, writing, hearing, and performing music. Through classroom instruction and private lessons you will gain valuable knowledge and will sharpen your playing skills. Optional participation by audition in small and/or large ensembles will allow you to further develop your performance abilities.

The program has three main components:

### 1) Core Classes

All students are required to take classes in music rudiments and aural skills, introductory music history, basic piano, and communications (or English). These courses will provide fundamental training in the basics of music.

### 2) Primary Instrument Study

Each semester of the program you will take private lessons on the instrument on which you had a successful entrance audition. Lessons are available on most standard instruments (subject to instructor availability). Current options include:

|            |                   |
|------------|-------------------|
| Voice      | Classical Piano   |
| Woodwinds  | Jazz Piano        |
| Brass      | Classical Guitar  |
| Percussion | Electrical Guitar |
| Strings    | Bass Guitar       |
| Organ      |                   |

### 3) Optional Classes

Depending on your interests, course load and performance abilities, a variety of music ensembles are open to all students on the basis of audition.

**Note:** Completion of the Preparatory Program does not guarantee admission into the Music Diploma Program.

Students who wish to pursue the two-year Music Diploma program at Red Deer College after completing the Music Preparatory program will be required to re-audition on their primary instrument. Since there is some overlap in course requirements between the two programs, students who complete the Music Preparatory program will have already fulfilled some of the requirements for the Music Diploma.

## Admission Requirements

### A) Academic Requirements

1. **High School Diploma** with a minimum mark of 50% in ELA 30-1 or ELA 30-2

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in ELA 30-1 or ELA 30-2, or a minimum score at the 50th percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.

AND

### B) Other Requirements

1. **Audition:** College music study assumes that an acceptable standard of proficiency in an instrumental or vocal area has already been acquired. You must declare a principal instrument (eg. guitar, voice, piano, etc.) when you apply and then present a performance audition on this instrument. You will continue to pursue lessons on this instrument during your time in the program.

The audition consists of the following elements:

- a. A polished performance of two contrasting pieces of your choice that demonstrate your performance abilities.
- b. A demonstration of technical skills appropriate to your instrument (eg. scales, chords, arpeggios, long tones, tonguing, rudiments etc. as appropriate to your instrument).
- c. Aural tests (eg. recognition of chord qualities and melodic intervals, clapback of rhythmic patterns).
- d. Playing or singing a short unfamiliar excerpt at sight.
- e. A brief interview to discuss your musical background, interests and goals.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**2. Theory placement test:** This written test covers key signatures, major and minor scales, triads, intervals, meter and rhythm, clefs, cadences and common musical terms. A score of 75% or greater is required. Students with Royal Conservatory Advanced Rudiments (or equivalent) are exempt. Requests for exemption should be directed to the Assessment & Test Centre.

**Note:** The audition requirements and the theory placement test are the same for both the Music Preparatory program and the Music Diploma program. The results of these evaluation tools will determine the appropriate program placement.

Further guidelines regarding audition expectations and the theory placement test, consult the Auditions page on our Music Department website.

### Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required.

### Program Content

|  |  |
|--|--|
| MUSI 194                                     | Introductory Music Theory I  |
| MUSI 195                                     | Introductory Aural Skills I  |
| MUSI 196                                     | Introductory Music Theory II   |
| MUSI 197                                     | Introductory Aural Skills II   |
| MUSS 145/                                    | Private Lessons  |
| MUSS 145                                     | (repeated for credit)  |
| MUSI 233                                     | Introduction to Music History  |
| MUSI 241/                                    | Basic Piano I & II*  |
| MUSI 242                                     |  |
| COMM 250                                     | Business & Workplace Writing (ENGL 219, ENGL 210 or ENGL 200 (may be substituted if you have English 30-1) |
| Open Options (may include Music) (3 credits) |  |

\*(Students with Gr. 4 Piano from the Royal Conservatory or equivalent are exempt from Basic Piano. Requests for exemption should be directed to the Assessment & Test Centre).

\* See "Communications Course Placement Testing" above.

Other approved music options may be selected providing you have the necessary prerequisites and the courses fit your timetable.

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,017.25 |
| Student Association Fees     | \$ 135.00   |
| Fees                         | \$ 400.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 243.00   |
| Books/Materials              | \$ 1,045.00 |
| Total                        | \$ 5,140.25 |

**Note:** For each semester add \$440 if taking MUSS private lessons. In addition to tuition and course fees, you should budget for the following: music scores (approximately \$150), instrument purchase (if necessary), instrument maintenance (strings, reeds, drum heads, etc.; approximately \$200.00), plus textbooks and materials (approximately \$1000).

### Two-Year Music Diploma Program

The two-year Music Diploma may be taken for general interest or to help prepare you for a professional career in music. In today's world, musicians are required to be highly-trained, well-rounded, and versatile. The Music Diploma program provides you with a solid core of essential courses while allowing you to focus on particular areas of interest. Our unique blend of traditional and contemporary courses provides you with the utmost flexibility in pursuing career choices.

The Music Diploma program is designed to:

- 1) provide a solid foundation of transferable courses for those students who wish to use the Diploma as a stepping stone towards a 4-year university degree;
- 2) provide valuable skills and hands-on experience for those students who may choose to pursue more immediate interests in the music industry, in the pop/rock field, or in private teaching.

The program has four main components:

#### 1) Core Classes

All students are required to take classes in music theory, aural skills, music history, music business, basic piano, and english.

#### 2) Primary Instrument Study

Each semester of the program you will take private lessons (MUSP) on the instrument on which you had successfully auditioned. Lessons are available on most standard instruments subject to instructor availability.

Current options include:

|            |                  |
|------------|------------------|
| Voice      | Classical Piano  |
| Woodwinds  | Jazz Piano       |
| Brass      | Classical Guitar |
| Percussion | Electric Guitar  |
| Strings    | Bass Guitar      |
| Organ      |                  |

Private instruction in areas such as Conducting or Composition may be available to qualified students.



### 3) Ensembles

It is expected that you will participate in at least one MUSE performance ensemble each semester and that you remain in the same ensemble for an entire year.

### 4) Specialized Options

You will choose an additional 9 credit hours of course options in consultation with your music faculty advisor that allow you to pursue individual areas of interest. Some examples of possible options include:

|  |                                   |
|--|-----------------------------------|
| MUSI 401   | Graduation Recital                |
| MUSI 361/MUSI 362  | Composition I & II                |
| MUSI 321   | Music Business: Career & Products |
| MUSI 322   | Music Business: Performance       |
| MUSI 280/  | Recording Studio                  |
| MUSI 282   | Technology I & II                 |
| Additional music ensembles or private lessons                  |                                   |
| Courses outside the music area (ex. Psychology, Science, etc.) |                                   |

### **Transfer Features**

Graduates of the Music Diploma may be able to pursue university degree studies in a variety of areas. These include baccalaureate degrees in Music, Arts, and Education as well as a number of more specialized areas such as Music Business and Music Therapy. Individual courses in the Music Diploma program can be transferred to many North American universities on a course-by-course basis.

Transfer arrangements are different at each university and you are advised to consult the Alberta Transfer Guide, your Chairperson, academic advisors and the university to which you will transfer for more information.

The following transfer arrangements are currently in place:

### The University of Alberta - Augustana Faculty

Music Diploma graduates who have a GPA of 2.30 and have majored in classical piano, organ, classical voice, classical guitar or an orchestral instrument may be accepted into the B.Mus. program at the University of Alberta-Autustana Faculty.

### The University of Lethbridge

Music Diploma graduates who have a GPA of 2.50 and have majored in classical piano, classical voice, classical guitar or an orchestral instrument may be accepted into the Post-Diploma B.Mus./B.Ed program at the University of Lethbridge. Students who wish to pursue a more general music and education combination may also choose the B.A. (Music)/B.Ed. route.

### Canadian University College

Music Diploma graduates who have a GPA of 2.50 and have majored in classical piano, organ, classical voice, classical guitar or an orchestral instrument may be accepted into the B.Mus or B.A. (Music) program at Canadian University College.

## **Admission Requirements**

### **A) Academic Requirements**

- 1. High School Diploma** with a minimum mark of 50% in ELA 30-1 or ELA 30-2

OR

- 2. Mature Student**

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in ELA 30-1 or ELA 30-2, or a minimum score at the 50th percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.

AND

## **B) Other Requirements**

- 1. Audition:** College music study assumes that an acceptable standard of proficiency in an instrumental or vocal area has already been acquired. You must declare a principal instrument (eg. guitar, voice, piano, etc.) when you apply and then present a performance audition on this instrument. You will continue to pursue lessons on this instrument during your time in the program. The audition consists of the following elements:
  - A polished performance of two contrasting pieces of your choice that demonstrate your playing or singing abilities
  - A demonstration of technical skills appropriate to your instrument (eg. scales, chords, arpeggios, long tones, tonguing, rudiments, etc. as appropriate to your instrument).
  - Aural tests (eg. recognition of chord qualities and melodic intervals, clapback of rhythmic patterns).
  - Playing or singing a short unfamiliar excerpt at sight.
  - A brief interview to discuss your musical background, interests and goals.

- 2. Theory placement test:** This written test covers key signatures, major and minor scales, triads, intervals, meter and rhythm, clefs, cadences and common musical terms. A score of 75% or greater is required. Students with Royal Conservatory Advanced Rudiments (or equivalent) are exempt. Requests for exemption should be directed to the Test & Assessment Centre.

Note: The audition requirements and the theory placement test are the same for both the Music Preparatory program and the Music Diploma program. The results of these will determine the appropriate program placement.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

For further guidelines regarding audition expectations and the theory placement test consult the Auditions page on our Music Department website.

## Program Content

### Year 1

MUSI 257/ Comprehensive Music  
 MUSI 258 Theory I & II  
 MUSI 259/ Comprehensive Aural and  
 MUSI 260 Keyboard Skills I & II  
 MUSE 201/202 Symphonic Winds I & II  
 or  
 MUSE 205/206 Jazz Ensemble I & II  
 or  
 MUSE 217/218 Chamber Choir I & II  
 MUSP 145/ Private Lessons  
 MUSP 245  
 MUSI 233 Introduction to Music  
 History  
 MUSI 241/ Basic Piano I & II\*  
 MUSI 242  
 ENGL 219 Language & Literature  
 or  
 COMM 250 may be substituted if you have  
 English 30-1

\*Students with Gr. 4 Piano from the Royal  
 Conservatory or equivalent are exempt.  
 Requests for exemption should be  
 directed to the Test & Assessment Centre.

### Year 2

MUSI 346/ Comprehensive Music  
 MUSI 347 Theory III & IV  
 MUSI 348/ Comprehensive Aural and  
 MUSI 349 Keyboard Skills III & IV  
 MUSExxx Performance Ensemble  
 (4 credits)  
 MUSP 360/ Private Lessons  
 MUSP 460  
 MUSI 321 Music Business: Career and  
 Products  
 or  
 MUSI 322 Music Business:  
 Performance

Note: Students who wish to attend the  
 NAMM Winter Show in Los Angeles are  
 required to enroll in MUSI 321.

### Year 1 or 2

Choose one of the following music history  
 classes:

MUSI 304 History of Medieval,  
 Renaissance & Baroque  
 Music  
 MUSI 301 History of Classical and  
 Romantic Music  
 MUSI 302 History of Post-Romantic  
 & 20th Century Music

AND

Music Options (3 credits)  
 Open Options (may include Music) (6  
 credits)

Note: Options should be selected after  
 consultation with your music faculty  
 advisor.

## Program Cost Estimates - 2013/2014

### Year 1

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,246.50 |
| Student Association Fees     | \$ 190.00   |
| Fees                         | \$ 400.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 342.00   |
| Books/Materials              | \$ 1,045.00 |
| Total                        | \$ 6,523.50 |

### Year 2

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,911.25 |
| Student Association Fees     | \$ 175.00   |
| Fees                         | \$ 400.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 315.00   |
| Books/Materials              | \$ 1,045.00 |
| Total                        | \$ 6,146.25 |

Note: For each semester add \$200 if  
 taking MUSP private lessons and \$440 if  
 taking MUSS private lessons.

In addition to tuition and course fees, you  
 should budget each year for the  
 following: music scores (approximately  
 \$150.00), instrument purchase (if  
 necessary), instrument maintenance  
 (strings, reeds, drum heads, etc.;  
 approximately \$200.00), plus textbooks  
 and materials (approximately \$1000.00).

Note: MUSI 321 - special materials fee of  
 \$550. for the NAMM field trip.

## Graduation Requirements

You must pass all courses for Year 1 and 2  
 and achieve a minimum cumulative GPA  
 of 2.0.

Note: Those students considering a  
 transfer to the Post-Diploma B. Mus./B.Ed.  
 at the University of Lethbridge or the  
 B.Mus. at Canadian University should be  
 aware that a minimum GPA of 2.50 is  
 required for admission. Those students  
 considering a transfer to the B.Mus at the  
 University of Alberta - Augustana Faculty  
 should be aware that a minimum GPA of  
 2.30 is required for admission.

# Networking

## Chairperson

Allison MacNabb  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

**Note: This program is suspended for the 2013/2014 academic year.**

## One Year Certificate

People are enabled by computer technology - from cellular phones to MP3 players to gaming systems and business applications. Technology is embedded in all aspects of our daily lives. Networking Certificate graduates support many of today's new technologies.

## Related Careers

Career opportunities in the Information Technology (IT) field continue to grow and expand, both nationally and internationally. Networking Certificate graduates will be positioned to take advantage of this increased market demand for IT skills because they are well prepared with the knowledge-base and skill-sets necessary to successfully engage in an exciting IT career in either business or industrial environments. A career in IT will appeal to applicants who are looking for exciting, challenging, and well-compensated futures.

Types of positions: entry-level positions in:

- desktop support - configuration, setup, maintenance, trouble shooting and updates (hardware)
- network support - servers, Local Area Network maintenance
- IT service desk - providing support for hardware and software

With experience and proven ability, students may advance into specialized areas of technology. Many courses in the Networking Certificate program help to prepare students to write certification exams from the Microsoft Certified System Administrator credential, the Disco Certified Network Administrator credential, and the following CompTIA exams: A+, Network+, Server+, and Wireless+.

## Learning Outcomes

Graduates of the Networking Certificate will possess the following skills and knowledge:

1. troubleshoot common software and hardware problems in a network environment
2. use online resources to identify solutions
3. participate in the implementation of projects individually and/or within a team environment
4. install, configure, and troubleshoot devices in a network
5. configure, maintain and troubleshoot routing protocols between routers.
6. control network access firewalls and ACLs
7. provide common network Help Desk support
8. configure, maintain and repair desktop systems
9. manage a network environment using debugging tools and scripting
10. write structured software programs
11. practice industry standard codes of conduct
12. complete relevant documentation and activity reports
13. practice effective communication with clients including cultural sensitivity
14. identify and engage in learning activities that are responsive to the workplace.

## Admission Requirements

### A) Academic Requirements

**1. High School Diploma** with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

50% in ELA 30-1 & 65% in Mathematics 30-2 with either Physics 30 or Chemistry 30 or Science 30 with a minimum mark of 50%

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in Mathematics 30-1

OR

a minimum mark of 65% in Mathematics 30-2 and either Chemistry 30 or Physics 30 or Science 30 with a minimum mark of 50%.

AND

### B) Other Requirements

All Networking Certificate students must have a laptop computer that is using Microsoft Windows as the operating system. Please contact department Chair for minimum specifications.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Recommendations

Applicants are also expected to have working skill sets in at least the following areas of workstation management and operations through course work and/or industry experience:

- word processing
- e-mail communications
- internet research and download
- file and print management
- basic operating systems literacy.

Applicants requesting further information, skill assessment, and/or learning support courses (CMPT 083, 086, 087 or 089) should contact an academic advisor and/or the Information Technology Department Chairperson for assistance.

## Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required. Students needing to do COMM 150 will have the opportunity to complete all the Communications requirements with the two year time frame.

## Program Content

|          |                                |
|----------|--------------------------------|
| COMM 250 | Business and Workplace Writing |
| ITEC 100 | IT Service Desk                |
| ITEC 105 | Discrete Mathematics           |
| ITEC 110 | Computer Hardware              |
| ITEC 115 | Operating Systems              |
| ITEC 120 | Computer Networking            |
| ITEC 122 | Wireless Technology            |
| ITEC 124 | TCP/IP                         |
| ITEC 126 | VOIP                           |
| ITEC 128 | WAN                            |
| ITEC 130 | Security I                     |
| ITEC 140 | Desktop Operating Systems      |
| ITEC 145 | Server Configuration           |
| ITEC 150 | Structured Programming         |
| ITEC 153 | Visual Programming             |
| ITEC 180 | Career Skills                  |
| ITEC 190 | Project I                      |
| ITEC 193 | Practicum OR                   |
| ITEC 196 | Work Experience                |

Should a student possess any other course(s) and/or credentials not listed above for which they wish to have considered for advanced credit, please contact the Information Technology Department Chairperson.

### Program Cost Estimates - not offered

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Network Systems Technology

## Chairperson

Allison MacNabb  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

**Note: This program is suspended for the 2013/2014 academic year**

## Two Year Diploma

People are enabled by computer technology - from cellular phones to MP3 players to gaming systems and business applications. Technology is embedded in all aspects of our daily lives. Information Technology (IT) professionals create these technologies. Network Systems Technology (NST) graduates manage and support today's new technologies including wireless and mobile devices.

## Related Careers

Career opportunities in the Information Technology (IT) field continue to grow and expand, both nationally and internationally. NST graduates will be well positioned to take advantage of this increased market demand for IT skills because they are well prepared with the knowledge-base and skill-sets necessary to successfully engage in an exciting, long-term, professional IT career in either business or industrial environments. A career in IT will appeal to applicants who are looking for exciting, challenging, and well-compensated futures.

In addition to desktop support, help desk, and network support the program prepares students to be Network or Systems Administrators with skills in:

- wireless networks
- heterogeneous networks including VOIP
- web servers
- security systems
- database administration

The NST program will be applying for accreditation by the Canadian Technology Accreditation Board, and the Association of Science and Engineering Technology Professionals (ASET), an organization representing technology professionals in Alberta.

Many courses in the Network Systems Technology program help to prepare students to write certification exams from the Microsoft Certified System Administrator credential, the Cisco Certified Network Administrator credential, some of the exams in the Cisco Certified Network Professional credential and the following CompTIA exams: A+, Network+, Server+, Linux+, Wireless+, and Security+.

## Learning Outcomes

Graduates of the NST will possess the following skills and knowledge:

1. troubleshoot common software and hardware problems in a network environment
2. use online resources to investigate and analyse potential solutions
3. participate in the implementation of projects individually and/or within a team environment
4. anticipate, analyse and develop solutions to increase network efficiency
5. plan and implement security protocols
6. design, implement and manage a network
7. integrate heterogeneous systems
8. configure, maintain and repair desktop systems
9. consider the international context within the work environment
10. write structured software programs
11. practice industry standard codes of conduct
12. complete relevant documentation, activity reports, project plans, and proposals
13. identify and engage in learning activities that are responsive to the workplace and that advances career path
14. practice effective interpersonal communication skills in the following situations:
  - presentation skills
  - client interaction
  - conflict resolution
  - teaching (clients and co-workers)
  - leading small teams
  - cultural sensitivity

## Transfer Features

### Red Deer College

Depending on electives chosen, graduates of the NST program may possess up to 5 of 8 required courses towards a Management Certificate from Red Deer College. Required courses for the NST program that also meet requirements for the Management Certificate program include COMM 250, ITEC 170, BADM 204, BADM 253 and a Business Option.

This Certificate is offered by the Business Administration Department at Red Deer College. Students must complete eight business courses approved by the Business Administration program Chairperson to be awarded a Management Certificate.

Please contact an academic advisor for details regarding this program and/or the Chairperson of the Business Administration Department.

### NAIT/SAIT

Graduates of the NST diploma may apply to complete the 2 year Post-Diploma Bachelor of Applied Information Systems Technology at NAIT or the Bachelor of Applied Technology Information Systems at SAIT.

### University of Lethbridge

Students are eligible to the Bachelor of Management Degree (25-course Post-Diploma program) with a diploma GPA of 3.0 or higher. Students with a diploma GPA of below 3.0 may be admissible, depending on individual circumstances.

## Admission Requirements

### A) Academic Requirements

**1. High School Diploma** with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

50% in ELA 30-1 & 65% in Mathematics 30-2 with either Physics 30 or Chemistry 30 or Science 30 with a minimum mark of 50%

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in Mathematics 30-1

OR

a minimum mark of 65% in Mathematics 30-2 and either Chemistry 30 or Physics 30 or Science 30 with a minimum mark of 50%.

AND

### B) Other Requirements

All Networking Certificate students must have a laptop computer that is using Microsoft Windows as the operating system. Please contact department Chair for minimum specifications.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Recommendations

Applicants are also expected to have working skill sets in at least the following areas of workstation management and operations through course work and/or industry experience:

- word processing
- e-mail communications
- internet research and download
- file and print management
- basic operating systems literacy.

Applicants requesting further information, skill assessment, and/or learning support courses (CMPT 083, 086, 087 or 089) should contact an academic advisor and/or the Information Technology Department Chairperson for assistance.

## Communications Course

### Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is

required. Students needing to do COMM 150 will have the opportunity to complete all the Communications requirements with the two year time frame.

## Program Content

### Year 1

|          |                                |
|----------|--------------------------------|
| COMM 250 | Business and Workplace Writing |
| ITEC 100 | IT Service Desk                |
| ITEC 105 | Discrete Mathematics           |
| ITEC 110 | Computer Hardware              |
| ITEC 115 | Operating Systems              |
| ITEC 120 | Computer Networking            |
| ITEC 122 | Wireless Technology            |
| ITEC 124 | TCP/IP                         |
| ITEC 126 | VOIP                           |
| ITEC 128 | WAN                            |
| ITEC 130 | Security I                     |
| ITEC 140 | Desktop Operating Systems      |
| ITEC 145 | Server Configuration           |
| ITEC 150 | Structured Programming         |
| ITEC 153 | Visual Programming             |
| ITEC 180 | Career Skills                  |
| ITEC 190 | Project I                      |

### Year 2

|                 |                                 |
|-----------------|---------------------------------|
| BADM 204        | Interpersonal Skills            |
| ITEC 220        | Network Design and Architecture |
| ITEC 230        | Security II                     |
| ITEC 241        | Unix Administration             |
| BADM 253        | Project Management              |
| ITEC 170        | Systems Analysis and Design     |
| ITEC 264        | Mobile Applications             |
| ITEC 271        | Database Server Configuration   |
| ITEC 280        | IT Profession                   |
| ITEC 290        | Project II                      |
| Business Option |                                 |
| IT Option       |                                 |
| IT Option       |                                 |
| ITEC 193        | Practicum OR                    |
| ITEC 196        | Work Experience OR              |
| ITEC 293        | Practicum OR                    |
| ITEC 296        | Work Experience                 |

**Note:** One of ITEC 193, 196, 293 or 296 is required for graduation. This course can be taken at the end of the student's first or second year.



### Program Electives

As part of the graduation requirements for a Diploma in Network Systems Technology, students are required to pass a minimum of three different elective courses. Two courses must be from the Information Technology department. One course must be from the Business department.

With prior written approval from the department chair, a Science course may be substituted for a Business elective course.

Should a student possess any other course(s) and/or credentials not listed above for which they wish to have considered for advanced credit, please contact the Information Technology Department Chairperson.

### Program Cost Estimates - not offered

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Occupational Therapist & Physiotherapist Assistant

### Chairperson

Sharon Hamilton  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### Two Year Diploma

### Related Careers

As an occupational therapist/physiotherapist assistant, the graduate will provide assistance to occupational therapists, physiotherapists and clients in a variety of health care settings, such as hospitals, long-term care facilities, schools, public and private clinics, mental health facilities, and home care programs.

### The Program

This program is delivered over five academic terms and prepares the graduate to become an occupational therapist/physiotherapist assistant following graduation. Upon successful completion of this diploma through the following program outcomes, the students will be able to:

- apply a variety of communication strategies to effectively and respectfully build positive relationships through verbal, nonverbal, written and technological means with clients, their families; occupational therapists; physiotherapists; other health care providers and team members
- establish, develop, foster, maintain and bring closure to client-centered, positive therapeutic relationships while demonstrating sensitivity to the individual and his/her culture
- perform responsively and effectively through application of disciplinary knowledge that contributes to the development, implementation and modification of intervention and/or treatment plans while under the supervision and in collaboration with the occupational therapist and/or physiotherapist.
- practice in a legal, ethical and professional manner demonstrating conduct that meets expectations of members of society and the profession
- collect, document and complete client

records in a thorough, objective, accurate and non-judgemental manner. Through effective interpretation and communication of this data, students will participate in determining client progress toward specific outcomes as established in the plan of care by the occupational therapist and/or physiotherapist

- recognize and apply principles that support safety in the workplace and will adhere to all guidelines, procedures, protocols and standards to ensure personal safety and contribute to the safety of others
- maintain, enhance and share their knowledge, skills and attitude through self reflective practice, use of available learning resources, networking and self directed learning to continue to be lifelong learners.

### Admission Requirements

#### A. Academic requirements

A minimum of:

- 60% in ELA 30-1 or 75% in ELA 30-2 or equivalent
- 60% in Social Studies 30-1 or 75% in Social Studies 30-2 or equivalent
- 60% in Biology 30 or equivalent; and
- 50% in another 30 level math or science course

#### B. Non-academic requirement

- Immunization to be completed prior to program start date

#### C. Additional requirements

In addition to the above requirements the applicant must provide evidence of current CPR certification at the Health Care Provider level and Standard First Aid. You must re-certify CPR each year.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a Criminal Record may prevent practicum placement, program completion, professional licensure and therefore affect

future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check.

### Program Content

#### Year 1

|          |                                |
|----------|--------------------------------|
| OPTA 102 | Presenting Conditions I        |
| OPTA 105 | Professional Communications I  |
| OPTA 106 | Professional Communications II |
| OPTA 110 | Professional Practice I        |
| OPTA 114 | Concepts in Mental Health      |
| OPTA 116 | Anatomy & Physiology           |
| OPTA 120 | Therapeutic Skills I           |
| OPTA 125 | Rehabilitation Concepts        |
| OPTA 130 | Practicum I                    |
| PYSC 205 | Lifespan Development           |

#### Year 2

|          |                           |
|----------|---------------------------|
| OPTA 202 | Presenting Conditions II  |
| OPTA 210 | Professional Practice II  |
| OPTA 215 | Communication Impairment  |
| OPTA 220 | Therapeutic Skills II     |
| OPTA 230 | Practicum II              |
| OPTA 302 | Presenting Conditions III |
| OPTA 320 | Therapeutic Skills III    |
| OPTA 330 | Practicum III             |

### Program Cost Estimates - 2013/2014

#### Year 1

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,246.50 |
| Student Association Fees     | \$ 190.00   |
| Lab Consumable Fee           | \$ 200.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 342.00   |
| Books/Materials              | \$ 1,000.00 |
| Total                        | \$ 6,278.50 |

#### Year 2

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,134.75 |
| Student Association Fees     | \$ 185.00   |
| Lab Consumable Fee           | \$ 200.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 333.00   |
| Books/Materials              | \$ 1,000.00 |
| Total                        | \$ 6,152.75 |

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Office Technology

## Donald School of Business - Downtown

### Chairperson

Deb Kindopp  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

The Office Technology Certificate Program may be taken on a full- or part-time basis.

### One Year Certificate

An administrative assistant is the cornerstone of the modern office. This person is adept at utilizing current computer software and technology and has learned how to be a life-long learner!

The Office Technology Certificate Program provides students with the software training to be competitive in a continuously changing field. In addition to well-defined keyboarding skills, you will gain basic bookkeeping knowledge, oral and written communication knowledge, training in office procedures and you will have the opportunity to grow personally and professionally through a personal leadership course. A practicum placement in an office setting provides you with an opportunity to combine your newly developed skills and knowledge with on-the-job-training. You will be qualified for entry-level office positions.

### Related Careers

There is an on-going local and national demand for well-trained office personnel, especially in the growing business community of Central Alberta. Employers have expressed a strong interest in hiring one-year college graduates. Graduates will find work in both small and large centres.

### The Program

Graduates of the Office Technology Certificate program will:

1. Compose and accurately produce and proofread business documents using appropriate software and equipment within specified timelines.
2. Identify and practice current professional business procedures and standards.
3. Integrate computer, computation, and communication skills to accomplish office tasks.

4. Demonstrate professional interpersonal skills, human relations skills.
5. Demonstrate critical thinking in making decisions and completing tasks and projects.

### Transfer Features

The Office Technology Certificate transfers to all Office Administration Diploma Programs in colleges in Alberta.

Completion of the Office Technology Certificate grants 6 credits towards the Virtual Assistant Certificate.

Two Office Technology Certificate courses are equivalent to courses offered from the Canadian Institute of Bookkeeping as part of their Certified Bookkeeper credential. See additional information regarding this program at [www.cibcb.com](http://www.cibcb.com).

Graduates may complete a second year of training in the [Online Office Administration Diploma](#). Through a collaboration among Keyano College, Red Deer College and SAIT, you can complete an Office Administration Diploma entirely online. Apply at [www.keyano.ca](http://www.keyano.ca), phone Keyano College toll free 1-800-251-1408 or contact Gina Langager, Chairperson, at (780) 791-8952 or [gina.langager@keyano.ca](mailto:gina.langager@keyano.ca).

### Admission Requirements

#### A) Academic Requirements

1. 50% in ELA 30-1 or 65% in ELA 30-2  
A minimum score at the 50th percentile on the English component of the College Board Placement Test and a score of 2-3 on a writing sample.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Note:** While not an admission requirement for the program, some practicum agencies and field placements may require Criminal Record Checks of students working in their organizations. Information about obtaining Criminal Record

Checks will be provided to students after they have been admitted to the program.

### Program Content

#### Year 1 Fall Term

|          |   |
|----------|---|
| OADM 100 | Information Processing I                      |
| OADM 110 | Document Processing I                         |
| OADM 126 | Basic Accounting                              |
| OADM 130 | Office Systems I                              |
| COMM 150 | Fundamentals of College and Workplace Writing |

#### Year 1 Winter Term

|          |                                  |
|----------|----------------------------------|
| OADM 101 | Spreadsheet Fundamentals         |
| OADM 102 | Computer Essentials              |
| OADM 111 | Document Processing II           |
| OADM 131 | Office Systems II                |
| OADM 135 | Introduction to Industry Sectors |
| OADM 160 | Personal Leadership              |

#### Year 1 Spring Term

|          |           |
|----------|-----------|
| OADM 170 | Practicum |
|----------|-----------|

#### Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 4,358.25        |
| Student Association Fees     | \$ 195.00          |
| Fees                         | \$ 37.00           |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 351.00          |
| Books/Materials              | <u>\$ 1,170.00</u> |
| Total                        | \$ 6,411.25        |

### Recognition of Prior Learning/ Experience

The Office Administration Department recognizes that learning is a lifelong process. Students may receive Recognition of Prior Learning in courses where the learning of skills, knowledge or competencies has been acquired through work, formal and informal education or training, or self study. To qualify for the program credential students must complete at least 25% of the credit requirements through enrollment in the program. Application forms for Recognition of Prior Learning are available through the Registrar's Office. Students with keyboarding speed of 35 nwam should apply for Prior Learning Assessment in OADM 110.

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Open Studies

### Chairperson

Gail Brunner  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

Open Studies is a program that allows you to begin your studies on a full- or part-time basis. The Open Studies program lets you take courses and explore different options in order to help you make educational and career decisions. If you need more than two academic areas of high school-level courses, you must apply to the Career and Academic Preparation Program.

### Purposes of Open Studies

1. You may design a program of studies to suit your interests and needs. Open Studies is not tied to any one career, so you can take courses which appeal to you if you have the proper prerequisites. Please note that some courses are program specific and may not be available to Open Studies students.
2. If you do not meet admission requirements to certificate, diploma or university programs, you may complete those requirements and then apply to these programs.
3. If you require a high school equivalency math course from the CAP program as part of your Open Studies program and have been out of high school math for more than one year, you will be required to take a math placement test prior to registering for the CAP math course.

### Admission Requirements

#### 1. No mark below 50% in:

- a. ELA 30-1 or ELA 30-2
- b. Three subjects from Group A, B or C
- c. One subject from Group A, B, C or D

OR

#### 2. High School Diploma

OR

### 3. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have no mark below 50% in:

- a. ELA 30-1 or ELA 30-2
  - b. Subject from Group A or C
- (See "Alberta Grade 12 Course Groups," page 10 of calendar)

Note: If you need three or more high school level subjects, you must apply to the Career and Academic Preparation Program.

OR

### 4. A recommendation from an Academic Advisor

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

#### Program Cost Estimates - 2013/2014

|                              |                    |
|------------------------------|--------------------|
| Tuition                      | \$ 3,352.50        |
| Student Association Fees     | \$ 150.00          |
| Activity & Wellness Fee      | \$ 44.00           |
| Facility, Service & Tech Fee | \$ 270.00          |
| Books/Materials              | <u>\$ 1,200.00</u> |
| Total                        | \$ 5,272.50        |

### Program Readmission

See page 10.

# Pharmacy Technician

## Chairperson

Terri Granigan  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## One-Year Certificate

This program is accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) and prepares the graduate to become a Registered Pharmacy Technician (RPhT) following graduation and successful completion of the Pharmacy Examining Board of Canada (PEBC) certification process and the Alberta College of Pharmacists (ACP) registration process.

Technicians have worked in the pharmacy field for many years, but only on-the-job training was available. In 1976, Red Deer College began a training program to more fully prepare technicians for their tasks.

Our graduates have been very well received by pharmacists and employers, and the responsibilities given to them have greatly expanded. This program should be of interest if you would like an officially recognized training period, followed by interesting and varied job opportunities in the pharmacy field.

## Related Careers

Graduates work in hospitals, community pharmacies and related pharmaceutical fields, under a Pharmacist's supervision. Duties include:

- preparing medication for dispensing
- compounding pharmaceuticals
- preparing aseptic products
- inventory control
- purchasing
- merchandising
- record keeping as required under such acts as the Food and Drug Act
- narcotics control
- third party billing
- drug distribution
- prepacking pharmaceuticals
- computer processing
- clerical and other duties as necessary

## The On-Campus Program

- 15 courses
- 3 terms
- 10 months (September to June):
  - 8 months at Red Deer College
  - 2 months of practicum
    - Community Pharmacy (160 hrs, 4 week block)
    - Hospital Pharmacy (160 hrs, 4 week block)

## The Distance Program

**Note: This is a part-time program.**

- 15 courses
- 2 1/3 years
- 7 terms
- 2 months of practicum
  - Community Pharmacy (160 hrs, 4 week block)
  - Hospital Pharmacy (160 hrs, 4 week block)

To participate in the distance program, students must have access to a computer with Internet and e-mail capabilities. Distance students must also arrange for an approved examination proctor.

Lab courses are at the RDC campus.

## Transfer Features

Pharmacy Technician courses taken at Red Deer College are not transferable for credit toward a Bachelor of Science Degree in Pharmacy at the University of Alberta.

## Fast-Track Option

A fast-track option may be available to students interested in taking an accelerated distance program. This program allows students to take 2 first year courses and 2 second year courses each term. Therefore 4 courses per term in fall, winter and spring terms. Lab courses are taken here at RDC in spring term (May & June). This requires a commitment for 2 weeks in May and 2 weeks in June. Students then complete their hospital and community pharmacy practicums and the communications course in fall term of the second year. Therefore the "fast track" program is usually completed in 1 year plus 1 term.

We advise prospective students to apply to the program and once accepted let the Pharmacy Technician Program Assistant know via email if they would like their name added to our list of students interested in fast tracking. "Fast tracking", if available, will be accommodated on a first come-first served basis following an applicant's acceptance into the pharmacy technician program.

## Admission Requirements

### A) Academic Requirements

1. **High School Diploma with no mark below 60% in:**
  - a. Biology 30
  - b. Chemistry 30 or Science 30
  - c. ELA 30-1 or ELA 30-2
  - d. Mathematics 30-1 or Mathematics 30-2
  - e. Computer literacy (including intro word processing, spreadsheet  
Testing available at Red Deer College.
  - f. Keyboarding 30 nwpm. Testing available at Red Deer College.

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts with no mark below 60% in:

- a. Biology 30
- b. Chemistry 30 or Science 30
- c. ELA 30-1 or ELA 30-2 or a minimum score at the 50th percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.
- d. Mathematics 30-1 or Mathematics 30-2 or a minimum score at the 60th percentile for the Math component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus).
- e. Computer literacy (including intro word processing, spreadsheet).

- Testing available at the Computer Learning Lab at Red Deer College.
- f. Keyboarding 30 nwpm. Testing available at Red Deer College.

AND

**B) Additional Requirements**

(to be submitted after application and transcripts)

1. Knowledge of the Pharmacy Technician career (forms provided by the College). Pharmacy experience is an asset.
2. Two letters of reference from educators or employers, or both (forms provided by the College).
3. A one- to two-page handwritten essay giving your reasons for choosing a Pharmacy Technician career.
4. A medical and personal health review completed before starting the program (forms provided by the College).
5. Include relevant pharmacy experience and prior learning on your application.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note:

- Pharmacy Technician employers may require that you be bondable.
- Part time students may be accepted with the approval of the program chairperson

Note: While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check.

**International Applicants:** Applicants whose first language is not English must demonstrate English language proficiency for admission to credit programs. Please refer to admission requirement for International Students (see page 9).

**Program Content**

**On Campus Program**

**Fall Term**

|          |                              |
|----------|------------------------------|
| PHAR 110 | Pharmacy Practice I          |
| PHAR 120 | Dispensing I                 |
| PHAR 130 | Pharmacy Laws and Agreements |
| PHAR 140 | Pharmaceutical Calculations  |
| PHAR 161 | Computer Skills              |
| PHAR 180 | Pharmacology I               |

**Winter Term**

|          |  |
|----------|--|
| COMM 140 | Fundamentals of Workplace Communications |
| PHAR 111 | Pharmacy Practice II                     |
| PHAR 121 | Dispensing II                            |
| PHAR 151 | Hospital Pharmacy                        |
| PHAR 155 | Aseptic Technique                        |
| PHAR 171 | Community Pharmacy                       |
| PHAR 181 | Pharmacology II                          |

**Spring Term**

|          |                             |
|----------|-----------------------------|
| PHAR 191 | Retail Pharmacy Practicum   |
| PHAR 192 | Hospital Pharmacy Practicum |

**Distance Program**

**Year 1**

**Fall - Term 1**

|          |                             |
|----------|-----------------------------|
| PHAR 110 | Pharmacy Practice I         |
| PHAR 140 | Pharmaceutical Calculations |

**Winter - Term 2**

|          |                              |
|----------|------------------------------|
| PHAR 130 | Pharmacy Laws and Agreements |
| PHAR 181 | Pharmacology II              |

**Spring - Term 3 (Red Deer Campus)**

|          |                    |
|----------|--------------------|
| PHAR 120 | Dispensing I (Lab) |
| PHAR 161 | Computer Skills    |

**Year 2**

**Fall - Term 4**

|          |                      |
|----------|----------------------|
| PHAR 111 | Pharmacy Practice II |
| PHAR 180 | Pharmacology I       |

**Winter - Term 5**

|          |                    |
|----------|--------------------|
| PHAR 171 | Community Pharmacy |
| PHAR 151 | Hospital Pharmacy  |

**Spring - Term 6 (Red Deer Campus)**

|          |                     |
|----------|---------------------|
| PHAR 121 | Dispensing II (Lab) |
| PHAR 155 | Aseptic Technique   |

**Year 3**

**Fall - Term 7**

|          |  |
|----------|--|
| COMM 140 | Fundamentals of Workplace Communications |
| PHAR 191 | Retail Pharmacy Practicum (160 hrs)      |
| PHAR 192 | Hospital Pharmacy Practicum (160 hrs)    |

**On Campus Program Cost Estimates - 2013/2014**

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,358.25 |
| Student Association Fees     | \$ 195.00   |
| Fees                         | \$ 177.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 351.00   |
| Books/Materials              | \$ 1,250.00 |
| Total                        | \$ 6,631.25 |

**Fees and Expenses**

Practicum Expenses - These vary depending on where your practicum is. Placements are made all over Alberta, with only a few in Red Deer. The department will try to let you choose the area so your living expenses will be low, if possible. Minimum costs will be two months board and room, relocation costs, and travel to and from the workplace. You will need proper clothing for working with the public in a professional setting.

Material and Special Fees: PHAR 110, PHAR 111, PHAR 130, PHAR 140, PHAR 151, PHAR 171, PHAR 180, PHAR 181, PHAR 190, COMM 140  
\$50 (each distance delivery only)

**Graduation Requirements**

You must pass all courses.

Due to the changing nature of pharmacy and health care, students must complete the program within 4 academic years from the term to which they were first admitted. Students will be required to repeat courses that don't meet this requirement. If you have any questions regarding this requirement, consult the Department Chairperson.



# Practical Nurse

## Chairperson

Maureen Matejka  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two Year Diploma

This program delivered over two academic years prepares the graduate to become a Licensed Practical Nurse (LPN) following graduation and successful completion of the Canadian Practical Nurse Registration Exam. With approval, Practical Nurse students have 4 years from the time of admission to the program to complete requirements for the Practical Nurse diploma. As a LPN, the graduate will provide nursing care in a variety of health care settings, such as hospitals, the community and other health care agencies.

## Admission Requirements

In order to be admitted to the program the student must:

1. meet the following academic requirements:
  - 60% in ELA 30-1
  - 60% in a level Biology 30
  - 60% in one of the following: Math 20-1, Math 20 (Old), Math 30-2 or Math 33 (old) OR 70% in Math 20-2 or Math 20-3

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

2. Immunization to be completed prior to program start date.

## Additional Requirements

In addition to the above requirements the student must provide evidence of current CPR certification at the Health Care Provider Level. You must recertify each year.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. The current criminal record check process is under review by Alberta Health Services and may change during the academic. You will be notified should these changes affect you.

## Program Content

### Year 1 Fall Term

|      |     |   |
|------|-----|---|
| COMM | 191 | Oral Communication  |
| PN   | 216 | Anatomy, Physiology & Microbiology                                |
| PN   | 217 | Adult Health Assessments  |
| PN   | 218 | Nursing Science I - Foundations                                   |
| SOCI | 260 | Sociological Concepts & Perspectives                              |
| Or   |     | equivalent 3 credit humanities, social science or science course) |

### Year 1 Winter Term

|    |     |  |
|----|-----|--|
| PN | 225 | Pathophysiology                          |
| PN | 226 | Applied Pharmacology                     |
| PN | 227 | Nursing Science II - Advanced Skills     |
| PN | 228 | Growth & Development Across the Lifespan |
| PN | 229 | Continuing Care Practicum                |

## Year 1 Spring Term

|      |     |                       |
|------|-----|-----------------------|
| ENGL | 219 | Language & Literature |
|------|-----|-----------------------|

## Year 2 Fall Term

|    |     |  |
|----|-----|--|
| PN | 231 | Mental Health                                  |
| PN | 235 | Nursing Science III - Medical/Surgical Nursing |
| PN | 237 | Acute Care Practicum                           |
| PN | 236 | Health Education                               |

## Year 2 Winter Term

|    |     |   |
|----|-----|---|
| PN | 242 | Pediatric Nursing                           |
| PN | 243 | Maternity Nursing                           |
| PN | 246 | Community Nursing                           |
| PN | 247 | Nursing Science IV - Transition to Graduate |
| PN | 248 | Focused Practicum                           |
| PN | 249 | Comprehensive Practicum                     |

## Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Year 1                       |             |
| Tuition                      | \$ 4,581.75 |
| Student Association Fees     | \$ 205.00   |
| Fees                         | \$ 135.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 369.00   |
| Books/Materials              | \$ 2,034.50 |
| Total                        | \$ 7,625.25 |
| Year 2                       |             |
| Tuition                      | \$ 4,023.00 |
| Student Association Fees     | \$ 180.00   |
| Fees                         | \$ 175.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Books/Materials              | \$ 2,103.75 |
| Total                        | \$ 7,105.75 |

## Graduation Requirements

You must pass all required courses and achieve a minimum cumulative GPA of 2.0.

# Social Work

## Chairperson

Tera Dahl-Lang  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two-Year Diploma

Students may apply for the program on a full or part-time basis, application requirements and the application process are the same for each stream. Program planning will take place with students during the registration process.

The mission of the Social Work Diploma Program at Red Deer College is to prepare the student for employment as a social worker and to provide a foundation for further post-secondary education through the introduction and integration of: practice skills, theoretical knowledge, and application of social work ethics and values. The Program fulfills its' mission by promoting ethical practice, social and economic justice, respect for and acceptance of diversity among peoples, and relationship building.

Social workers are trained to 'help people help themselves'. The focus of social work is on the interactions between people and their social environment. The program examines how to help people meet the demands of daily life. It looks at how social work seeks to improve people's problem-solving and coping skills, and links them with systems that offer resources, services, and opportunities.

## Related Careers

Social Work Diploma graduates can expect job opportunities in both public and private agencies. You may work, directly or indirectly, with people having problems with finances, employment, child neglect, foster care, alcohol or drug dependency, marital and family conflict, young offenders, and individual emotional problems.

## The Program

Objectives of the program are:

1. To provide a two-year diploma program in Social Work that prepares students with the knowledge, skills, and attitudes needed for jobs in beginning social work positions.
2. To prepare students to continue their education in a Bachelor of Social Work program.

## Transfer Features

The Red Deer College Social Work Diploma can be transferred to the Faculty of Social Work, University of Calgary (programs in Calgary and Edmonton, and Learning Circles Program offered at Red Deer College or virtually); the University of Victoria; Thompson Rivers University (Kamloops); University of Regina.

## Admission Requirements

### A) Academic Requirements

1. **High School Diploma** with no mark below 50% in:
  - a. ELA 30-1 or ELA 30-2
  - b. Social Studies 30-1

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have minimum mark of 50% in ELA 30-1 or ELA 30-2, or a minimum score at the 50th percentile on the English component of the College Board Placement Test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.

AND

### B) Other Requirements

Once it has been determined that you have met the academic requirements in (A) above, you will be mailed a package of materials which includes (a) a personal profile/questionnaire, and (b) three confidential reference request forms.

All students are required to complete this questionnaire and arrange for their references to be forwarded to the College in order to have a complete admissions package.

You are required to complete a minimum of 100 hours of volunteer OR employment experience. The purpose of the volunteer OR employment experience is exposure to the human services field. It is recommended that volunteer hours be completed with one organization when possible. Your main function must involve contact with people, and one reference form needs to be completed by the employment or volunteer supervisor. Please go to the program webpage at [http://www.rdc.ab.ca/academic\\_dpdepartments/social\\_work/Pages/VolunteerInformation.aspx](http://www.rdc.ab.ca/academic_dpdepartments/social_work/Pages/VolunteerInformation.aspx) for further information.

3. An interview with a Social Work faculty member is required as part of admission. Once your completed package is received by the College, you will be contacted for this interview. The majority of your work or volunteer experience must be completed prior to your interview with a Social Work faculty member.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

**Note:** While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a Criminal Record may prevent practicum placement, program completion, professional licensure and therefore affect future employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. Students should be prepared for approximately \$50 to \$75 in extra expense to acquire these documents.

## CERTIFICATE AND DIPLOMA PROGRAMS

Increasingly, social work practice in many social services agencies requires workers to work extended hours of operation. Many agencies now provide a variety of programs associated with their services that operate on evenings or weekends. Students need to be prepared to work during non traditional business hours if placed in these agencies.

Note regarding university transfer: While students may enter the SOWK Diploma program without ELA 30-1, those intending to transfer to a university program are advised to complete ELA 30-1 before entering the program. This will enable you to take university transferable English courses in your first year. Students who enter the program without ELA 30-1 may take English 30 (or equivalent) upon admission to Social Work but may not complete the Diploma within four terms. ELA 30-1 is not credited toward Diploma requirements.

### Program Content

#### Year 1 Fall Term

English or Communication Option\*

|            |   |
|------------|---|
| PSYC 260   | Basic Psychological Processes                   |
| SOCI 260   | Sociological Concepts and Perspectives          |
| SOWK 201   | Introduction to Social Works Methods I          |
| SOWK 204   | Social Work Ethics in Practice                  |
| SOWK 207   | Social Services History, Function and Structure |
| SOWK 208** | Field Work                                      |

#### Winter Term

English or Communication Option\*

|          |   |
|----------|---|
| PSYC 261 | Social and Individual Behaviour         |
| SOCI 261 | Canadian Society                        |
| SOWK 202 | Introduction to Social Works Methods II |

SOWK 209\*\* Field Work II

#### Year 2 Fall Term

|            |  |
|------------|--|
| SOWK 301   | Social Work Practice with Individuals and Families |
| SOWK 210   | Social Work Practice with Groups                   |
| SOWK 306   | Social Work Administration                         |
| SOWK 308** | Field Work III                                     |
| SOWK 312   | Social Problems and Issues In Social Work          |

Option \* (3 credits)

Option \* (3 credits)

#### Winter Term

|            |  |
|------------|--|
| SOWK 304   | Social Work Methods V - Working with Communities |
| SOWK 307   | Social Policy                                    |
| SOWK 309** | Field Work IV                                    |
| SOWK 313   | Social Work in Health Care Settings              |

Option\* (3 credits)

\* One of your three options must include one of PSYC 353, PSYC 355 or PSYC 357. This course may be taken in either the fall or winter term in second year. Options may not include high school equivalency courses. If you plan to transfer to a university, choose courses which are transferable

\*\* Following individual student program planning, students have the option to complete Field Placement in Year 1 and/or Year 2 during the Winter and Spring Terms.

### Program Cost Estimates - 2013/2014

#### Year 1

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,470.00 |
| Student Association Fees     | \$ 200.00   |
| Fees                         | \$ 40.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 360.00   |
| Books/Materials              | \$ 1,430.00 |
| Total                        | \$ 6,800.00 |

#### Year 2

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 4,470.00 |
| Student Association Fees     | \$ 200.00   |
| Fees                         | \$ 50.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 360.00   |
| Books/Materials              | \$ 1,320.00 |
| Total                        | \$ 6,700.00 |

### Readmission

See page 10.

### Graduation Requirements

You must pass all course requirements and achieve a minimum cumulative GPA of 2.00



**Red Deer College is committed to increasing the skill and knowledge of its learners and its community to become better integrated into the global community.**

*This includes:*

- Opportunities to study abroad
- Providing global and international perspectives in its curricula
- Hosting international learners on-campus
- Assisting in the development of educational services in other countries
- English for Academic Purposes Program
- Teaching English to Speakers of Other Languages (TESOL)
- K-12 ESL Student Integration
- The Canadian English Language Test for immigration (CELPIP)

**RDC**  
when you get here you understand

For more information | [www.rdc.ab.ca](http://www.rdc.ab.ca) & click on 'continuing education' | ph: 403.356.4900

# Software Developer

## Chairperson

Allison MacNabb  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

**Note: This program is suspended for the 2013/2014 academic year.**

## One Year Certificate

People are enabled by computer technology - from cellular phones to MP3 players to gaming systems and business applications. Technology is embedded in all aspects of our daily lives. Software Developer graduates write software applications for many of today's technology.

## Related Careers

Career opportunities in the Information Technology (IT) field continue to grow and expand, both nationally and internationally. Software Developer Certificate graduates will be positioned to take advantage of this increased market demand for IT skills because they are prepared with the knowledge-base and skill-sets necessary to successfully engage in an exciting IT career in either business or industrial environments. A career in IT will appeal to applicants who are looking for exciting, challenging, and well-compensated futures.

Types of positions - entry-level programmer with skills in software applications including:

- web development
- desktop (Windows) applications
- user interface design
- IT service desk - providing support for hardware and software.

Most graduates will integrate into their IT profession as a software developer or help desk analyst. With experience and proven ability, students may advance into specialized areas of technology. Many courses in the Software Developer Program help to prepare students to write certification exams from the Microsoft Certified Software Developer credential and the CompTIA Network+ exam.

## Learning Outcomes

Graduates of the Software Developer Certificate will possess the following skills and knowledge:

1. given design specifications, develop algorithms
2. use online resources to identify solutions
3. participate in the implementation of projects
4. develop and deploy desktop and web-based applications
5. navigate development processes through the software lifecycle stages including testing
6. interact effectively with operating systems and services
7. write structured and object oriented programs that interact with databases
8. develop interactive websites
9. consider the impact of Local Area Network technology on applications
10. provide common Help Desk support
11. practice industry standard codes of conduct
12. complete relevant documentation and activity reports
13. practice effective communication with co-workers including cultural sensitivity
14. engage in learning activities that are responsive to the workplace.

## Admission Requirements

### A) Academic Requirements

**1. High School Diploma** with no mark below 50% in:

- a. ELA 30-1
- b. Mathematics 30-1

OR

50% in ELA 30-1 & 65% in Mathematics 30-2 with either Physics 30 or Chemistry 30 or Science 30 with a minimum mark of 50%

OR

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum mark of 50% in Mathematics 30-1

OR

a minimum mark of 65% in Mathematics 30-2 and either Chemistry 30 or Physics 30 or Science 30 with a minimum mark of 50%.

AND

### B) Other Requirements

All Software Developer Certificate students must have a laptop computer that is using Microsoft Windows as the operating system. Please contact department Chair for minimum specifications.

**Note:** In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Recommendations

Applicants are also expected to have working skill sets in at least the following areas of workstation management and operations through course work and/or industry experience:

- word processing
- e-mail communications
- internet research and download
- file and print management
- basic operating systems literacy.

Applicants requesting further information, skill assessment, and/or learning support courses (CMPT 083, 086, 087 or 089) should contact an academic advisor and/or the Information Technology Department Chairperson for assistance.

## Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required. Students needing to do COMM 150 will have the opportunity to complete all the Communications requirements with the two year time frame.



### Program Content

|          |                                     |
|----------|-------------------------------------|
| COMM 250 | Business and Workplace Writing      |
| ITEC 100 | IT Service Desk                     |
| ITEC 105 | Discrete Mathematics                |
| ITEC 115 | Operating Systems                   |
| ITEC 120 | Computer Networking                 |
| ITEC 140 | Desktop Operating Systems           |
| ITEC 150 | Structure Programming               |
| ITEC 153 | Visual Programming                  |
| ITEC 156 | Object Oriented Programming         |
| ITEC 160 | Web Design                          |
| ITEC 163 | Web Client                          |
| ITEC 166 | Web Server                          |
| ITEC 170 | Systems Analysis and Design         |
| ITEC 175 | Object Oriented Analysis and Design |
| ITEC 180 | Career Skills                       |
| ITEC 190 | Project I                           |
| ITEC 193 | Practicum OR                        |
| ITEC 196 | Work Experience                     |

Should a student possess any other course(s) and/or credentials not listed above for which they wish to have considered for advanced credit, please contact the Information Technology Department Chairperson.

### Program Cost Estimates - not offered

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00



## RDC Alumni...Stay Connected!

**The Red Deer College Alumni Association is governed by a volunteer executive and is dedicated to:**

- Promoting academic excellence at Red Deer College
- Maintaining an informed, interested and committed Alumni
- Furthering the friendship and associations made while attending RDC

**Membership in the Alumni Association is automatic. As an Alum, there are a number of ways for you to stay connected:**

#### VOLUNTEERING

Support the Association through committees or executive involvement.

#### MAGAZINE & EZINES

Receive a copy of Notebook magazine annually along with fresh ezine articles delivered monthly to your Inbox.

#### REUNIONS

Organizing a reunion.

#### DISTINGUISHED ALUMNUS AWARD

Awarding an alum who has distinguished themselves in personal, academic or public service achievement.

#### ONLINE COMMUNITIES

- [www.rdc.ab.ca/alumni](http://www.rdc.ab.ca/alumni)
- [facebook.com/alumni.rdc](https://facebook.com/alumni.rdc)
- Twitter: @RDCAumni
- LinkedIn: Find RDC Alumni



when you get here you understand

Update your profile in our online community: [www.rdc.ab.ca/alumni](http://www.rdc.ab.ca/alumni)

For more information contact Alumni Relations | ph: 403.342.3308  
fax: 403.343.4080 | 1.866.258.6641 | [alumni@rdc.ab.ca](mailto:alumni@rdc.ab.ca)



# Teacher Skills Enhancement - Carpentry

## Contact

Garry Halvorson  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## One Year Certificate

### The Program

The Teacher Skills Enhancement - Carpentry Certificate will provide teachers with knowledge, skills and experience to teach the Career and Technology Studies CRA3400 Carpenter program offered in secondary schools. The certificate is designed for teachers who hold a Bachelor of Education degree and who are interested in teaching the carpentry courses but who have limited or no previous exposure to the trade. Teachers will learn terminology and basic skills in wood working and carpentry including applicable worksite safety, building procedures, concrete forms, framing, roofs, doors and windows, exterior finishes, blueprint reading, drawing, sketching and applied mathematics relevant to the Carpenter trade.

The certificate covers the complete content of the first and second period of Carpenter Apprenticeship technical training as well as a minimum of 1360 practicum hours with industry. The first term of technical training is 8 weeks in duration plus a practicum of 8 weeks. The second term of technical training is 8 weeks in duration plus the final practicum of 24 weeks.

Graduates will be able to authorize student course completion forms from Alberta Education at the end of CRA courses in secondary school.

### Transfer Features

This certificate will receive transfer credit at the University of Alberta towards the diploma in Secondary Education - Career and Technology Studies (CTS) minor. Graduates may receive credit towards Journeyman certification should they become indentured in the Carpenter Apprenticeship program at the discretion of the AIT and the employer. For further information on becoming a Journeyman contact Apprenticeship and Industry Training.

### Admission Requirements

1. Bachelor of Education Degree
2. Sponsored by a participating Alberta School Jurisdiction (Required for the 2012/2013 Academic Year)

### Program Content

|          |   |
|----------|---|
| Term 1   |   |
| EDCT 435 | Safety and Building Materials                     |
| EDCT 440 | Hand and Power Tools                              |
| EDCT 445 | Site Preparation, Building Layout and Foundations |
| EDCT 450 | Floor Flame                                       |
| EDCT 455 | Estimating and Plans I                            |
| EDCT 460 | Projects I  |
| EDCT 465 | Practicum I                                       |
| Term 2   |   |
| EDCT 470 | Frame Structures                                  |
| EDCT 475 | Residential Roofs                                 |
| EDCT 480 | Interior and Exterior Finishes                    |
| EDCT 485 | Wood Stairs                                       |
| EDCT 456 | Estimating and Plans II                           |
| EDCT 461 | Projects II                                       |
| EDCT 466 | Practicum II                                      |

### Program Cost Estimates - 2013/2014

|                              |                  |
|------------------------------|------------------|
| Term 1                       |                  |
| Tuition                      | \$2,123.25       |
| Student Association Fees     | \$ 95.00         |
| Activity & Wellness Fee      | \$ 22.00         |
| Facility, Service & Tech Fee | \$ 296.00        |
| Books/Materials              | <u>\$ 619.25</u> |
| Total                        | \$3,286.50       |

|                              |                  |
|------------------------------|------------------|
| Term 2                       |                  |
| Tuition                      | \$2,352.50       |
| Student Association Fees     | \$ 150.00        |
| Activity & Wellness Fee      | \$ 22.00         |
| Facility, Service & Tech Fee | \$ 270.00        |
| Books/Materials              | <u>\$ 591.25</u> |
| Total                        | \$4,385.75       |

AIT Exam Fees \$345.00 per exam; payable to Apprenticeship and Industry Training.

### Graduation Requirements

Students must pass all courses and achieve a minimum cumulative GPA of 2.0, pass the AIT industry challenge exams for first and second periods, and complete 1360 approved practicum hours.

Note: AIT industry exams will be challenged at the end of each period of respective technical training.

# Theatre and Entertainment Production

## Chairperson

Dr. Dale Wheeler  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two-Year Diploma Theatre and Entertainment Production

### The Program

This program offers a Diploma in Theatre and Entertainment Production and prepares graduates to work behind the scenes in the live entertainment and event industries. The program includes components of class theory, studio training and hands-on practica in lights, scenic paint, props, sound, set construction, theatre design and stage management.

Students work in assigned practica as members of the resident theatre company, and are able to integrate their technical skills in the production of season of live theatre, in settings simulating professional conditions. Faculty and professional guest artists are the directors and designers for the plays produced by the Theatre programs. Students work in a variety of performance spaces; an exceptional Mainstage proscenium theatre of 576 seats, a black-box experimental theatre, found spaces and outside event locations. Productions in this program are technically challenging and provide valuable experience for student technicians.

In addition to the theatre productions, students have the opportunity to work on a variety of events that take place in the Arts Centre. Students are involved with the set up and operation of professional, touring theatre productions, folk jazz, and pop concerts, and a host of other events as connected with our performing Arts programs and Red Deer College.

## Related Careers

We train technicians and craftspeople that work behind the scenes in the ever-growing entertainment industry. Our alumni are employed as stage managers, sound designers and technicians, follow spot operators, production managers, stage electricians, lighting designers and technicians, production management assistants, stage carpenters, scenic painters, and property builders.

Graduates working in production often join the International Alliance of Theatrical Stage Employees (IATSE), the labor union representing technicians, artisans and craftspeople in the entertainment industry, including live theatre, motion picture and television production, and trade shows. They may work on contract or may choose to freelance through the union.

Our graduates also work in related areas of the entertainment industry, including cruise ships, theme parks, concert tours, industrial presentations, specialized service companies, film and television. Some eventually move into more senior management positions.

Graduates may also choose to transfer credits and resume experience to B.F.A. or specialty study elsewhere in design or technology, or apply to continue training at RDC as part of our Applied Degree in Motion Picture Arts.

## Transfer Feature

Theatre and Entertainment Production graduates can accumulate credits to transfer into year two of B.A., B.Ed., or B.F.A. studies at a variety of universities. RDC does have an agreement with the University of Lethbridge, which allows our Technical students to be admitted to the 2-year Post-Diploma B.F.A. (Dramatic Arts). Graduates are eligible to apply for the 3rd and 4th years of the Advanced Certificate and Applied Degree in Motion Picture Arts at RDC.

## Admission Requirements

### A) Academic Requirements

**1. High School Diploma** with successful completion of ELA 30-1 or ELA 30-2

**OR**

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and successful completion of ELA 30-1 or ELA 30-2.

**AND**

### B) Other Requirements

To be accepted to the technical production program you need to have a successful interview. Further guidelines regarding interview expectations are available at [www.rdc.ab.ca/performing\\_arts](http://www.rdc.ab.ca/performing_arts).

## Program Content

Open to Theatre and Entertainment Production students only

### Year 1

|          |                                    |
|----------|------------------------------------|
| THTR 105 | Production Crew I                  |
| THTR 106 | Production Crew II                 |
| THTR 107 | Production Crew III                |
| THTR 118 | Scenic Props                       |
| THTR 125 | Stagecraft I                       |
| THTR 126 | Stagecraft II                      |
| THTR 135 | Entertainment Industry Sound       |
| THTR 136 | Live Events Sound                  |
| THTR 145 | Entertainment Industry Lighting I  |
| THTR 146 | Entertainment Industry Lighting II |
| THTR 158 | Entertainment Arts Drafting        |
| THTR 168 | Stage and Event Management I       |
| THTR 176 | Entertainment Industry Design      |
| ART 231  | Visual Fundamentals                |

## Year 2

|                      |  |
|----------------------|--|
| THTR 205             | Applied Practice and Theory I                    |
| THTR 206             | Applied Practice and Theory II                   |
| THTR 207             | Applied Practice and Theory III                  |
| THTR 215             | Scenic Painting                                  |
| THTR 258             | Drawing as Communication                         |
| THTR 265             | Stage and Event Management II                    |
| THTR 278             | Entertainment Arts Design & Visual Communication |
| THTR 285             | Professional Development I                       |
| THTR 286             | Professional Development II                      |
| THTR 295             | Intensives Series I                              |
| THTR 296             | Intensives Series II                             |
| THTR 297             | Intensives Series III                            |
| Approved COMM course |  |

## Program Cost Estimates - 2013/2014

### Year 1

|                              |            |
|------------------------------|------------|
| Tuition                      | \$4,134.75 |
| Student Association Fees     | \$ 185.00  |
| Fees                         | \$ 535.00  |
| Activity & Wellness Fee      | \$ 44.00   |
| Facility, Service & Tech Fee | \$ 296.00  |
| Books/Materials              | \$ 960.00  |
| Total                        | \$6,447.75 |

### Year 2

|                              |            |
|------------------------------|------------|
| Tuition                      | \$4,023.00 |
| Student Association Fees     | \$ 180.00  |
| Fees                         | \$ 595.00  |
| Activity & Wellness Fee      | \$ 44.00   |
| Facility, Service & Tech Fee | \$ 324.00  |
| Books/Materials              | \$ 960.00  |
| Total                        | \$6,382.00 |

## Theatre and Entertainment Production Books/Materials include

|                                |           |
|--------------------------------|-----------|
| Drafting tools & Arts supplies | \$ 200.00 |
| Scenography                    | \$ 50.00  |
| Safety equipment               | \$ 160.00 |
| Tools                          | \$ 100.00 |
| Textbooks                      | \$ 450.00 |
| USITT Conference               | TBA       |

## Graduation Requirements

You must pass all courses, and achieve a minimum cumulative GPA of 2.00.

# Theatre Performance & Creation

## Chairperson

Dr. Dale Wheeler  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two-Year Diploma Theatre Performance and Creation

## The Program

This program offers training for the emerging theatre artist, as both actor and creator of theatre. Training will include course related theory and research with studio training in skills for the actor and creator of theatre to be accompanied with applied practicum to bring the process oriented courses to fruition. These practicum opportunities are as follows: stage productions, touring productions, site-specific creation projects, theatre intensives with professional guest instructors, theatre related field trips and field study placements in provincial theatre centres.

When not involved in a practicum, students are taking four days of intense classes with components of: career planning, theatre history, dramaturgy/play analysis, acting, voice, movement, creation, improvisation, writing, dance, stage fighting, lifestyle and wellbeing, interdisciplinary arts, and devising theatre. The fifth day is reserved for specialty intensives, industry related events, creation sessions and one-on-one coaching with a professional theatre artist/instructor.

## Related Careers

Arts and Culture are a growth industry in North America with many theatre artists creating their own material for festivals, solo companies, industry productions and multi-disciplinary collaborations. Film, television, new media and the circus are also avenues that graduates of our program have embarked on. By offering a program that trains both actor and creator, our graduates have an exciting and varied palette with which to infuse the professional theatre industry.

## Transfer Feature

Theatre programs at RDC have over a decade of experience in transferring students to university programs and preparing them for entrance into leading theatre training schools in North America (i.e. National Theatre School, Studio 58, Sheridan College, Julliard, Neighbourhood Playhouse, etc.). Students have the opportunity to accumulate University Transfer credits into year two of numerous renowned university theatre programs. RDC graduates have continued on to receive B.A. Honours in Drama, BFA in drama, education degrees and MFA degrees in theatre related forms at the University of Alberta, York University, University of British Columbia, Simon Fraser University, University of Calgary and the University of Lethbridge. Graduates are also eligible to apply for the 3rd and 4th years of the Advanced Certificate and Applied Degree in Motion Picture Arts at RDC.

## Service Courses

The performing arts department also offers a selection of university transfer drama courses for students in other RDC programs. These courses are taught by either professional guest instructors or faculty from Theatre Performance and Creation.

## Admission Requirements

### A) Academic Requirements for Theatre Performance and Creation:

**1. High School Diploma** with successful completion of ELA 30-1

**OR**

### 2. Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program starts, and successful completion of ELA 30-1

**AND**

### B) Other Requirements

To be accepted into the Theatre Performance and Creation program you must have a successful audition. Further guidelines regarding audition expectations are available at [www.rdc.ab.ca/performing\\_arts](http://www.rdc.ab.ca/performing_arts).

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Career Goals

### RDC Theatre Performance and Creation graduate profile:

The RDC Theatre Performance and Creation diploma program produces innovative theatre artists who actively contribute to the Canadian theatre community as creators, directors, performers, educators, arts administrators and producers. The RDC grad is also provided with the training to further excel at leading education centres such as the National Theatre School in Montreal, the University of Alberta BFA program in Edmonton, Simon Fraser University in Vancouver and UBC - Okanagan, the Applied Degree in Motion Picture Arts at Red Deer College, as well as other related degrees at leading North American universities. Transfer credits and resume experience may also lead to B.Ed., B.F.A., B.A. Drama Honours, or specialty study elsewhere in the world.

## Program Content

Open to Theatre Performance and Creation students! only

### Year 1

|          |                                     |
|----------|-------------------------------------|
| THTR 100 | Theatre Research and Development I  |
| THTR 101 | Theatre Research and Development II |
| THTR 110 | The Business of Theatre I           |
| THTR 111 | The Business of Theatre II          |
| THTR 120 | The Expressive Body I               |
| THTR 121 | The Expressive Body II              |
| THTR 130 | The Expressive Voice I              |
| THTR 131 | The Expressive Voice II             |
| THTR 140 | Acting I                            |
| THTR 141 | Acting II                           |
| THTR 150 | Theatre Artist Studio I             |
| THTR 151 | Theatre Artist Studio II            |
| THTR 160 | Devising Theatre                    |
| ENGL 219 | Language and Literature             |
| INTD 241 | Wellness & Lifestyle Management     |

### Year 2

|          |                                      |
|----------|--------------------------------------|
| THTR 200 | Theatre Research and Development III |
| THTR 210 | The Business of Theatre III          |
| THTR 220 | The Expressive Body III              |
| THTR 230 | The Expressive Voice III             |
| THTR 240 | Acting III                           |
| THTR 250 | Theatre Artist Studio III            |
| THTR 251 | Theatre Artist Studio IV             |
| THTR 260 | Creative Fusion                      |
| INTD 321 | Contemporary Art in Process I        |

One Approved option

## Program Cost Estimates - 2013/2014

### Year 1

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$4,246.50        |
| Student Association Fees     | \$ 190.00         |
| Fees                         | \$ 440.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 342.00         |
| Books/Materials              | <u>\$1,050.00</u> |
| Total                        | \$6,568.50        |

### Year 2

|                              |                   |
|------------------------------|-------------------|
| Tuition                      | \$3,687.75        |
| Student Association Fees     | \$ 165.00         |
| Fees                         | \$ 630.00         |
| Activity & Wellness Fee      | \$ 44.00          |
| Facility, Service & Tech Fee | \$ 297.00         |
| Books/Materials              | <u>\$1,050.00</u> |
| Total                        | \$6,129.75        |

### Theatre Performance and Creation students should budget for both Year 1 and Year 2

Textbooks and materials  
\$1050.00

### Study Tour(s)

Each year RDC offers optional Study Tours to world theatre centres (London, New York, Toronto, etc.). Students may wish to budget for \$2000-\$3000/trip for these optional opportunities.

## Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Transitional Vocational Program

## Chairperson

Janice Findlay  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## The Program

This program offers employment readiness and job skills training to adults with developmental disabilities. If you spent most of your school years in modified classes or left school early because of educational difficulties, you may be interested in this program.

This program focuses on teaching useful work skills, attitudes and behaviours. You will be prepared for a job in the community through classroom instruction and on-site job training.

We will work with you in setting individual goals directed toward employment, interpersonal and independence skill development.

## Admission Requirements

To be accepted into the program, you must

- \* be 18 years of age or over
- \* complete the application package and assessment
- \* have a personal interview with Department members
- \* have previous work experience, through work experience training or a previous job
- \* a sincere desire to acquire employment skills through community based work experiences.

## Course Length

10 months (September to June)

## Program Content

### 1. Jobsite Skills Training

You will be involved in Workplace Skills Training three days a week providing you with the opportunity to work directly with employers and their staff within Red Deer businesses.

Training programs and placements are individualized to meet your learning needs, interests and employment goals. Although instructors in the program work closely with you and the employer to assist in training and provide feedback on your progress, TVP students are not job coached.

You will be involved in several placements throughout the year to help you best determine your most suitable employment option.

Work experience courses include:

|          |                            |
|----------|----------------------------|
| TVOC 013 | Jobsite Skills Training I  |
| TVOC 017 | Jobsite Skills Training II |
| TVOC 018 | Block Practicum            |

### 2. Classroom courses

Courses teach and review basic functional skills, attitudes, and knowledge related to employment and daily living. These include:

|          |                                 |
|----------|---------------------------------|
| TVOC 010 | Self Awareness                  |
| TVOC 011 | Vocational Preparation          |
| TVOC 012 | Recreation and Community Living |
| TVOC 014 | Interpersonal Skills            |
| TVOC 015 | Skills for Employment           |
| TVOC 016 | Skills for Independence         |

### 3. Employment Assistance Program

Following your Transitional Vocational Program year, you may choose to participate in a year of individualized employment support. An instructor will help you to maintain and stabilize the employment you already have, or assist you with another job search.

### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,799.50 |
| Student Association Fees     | \$ 170.00   |
| Fees                         | \$ 425.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 306.00   |
| Total                        | \$ 5,000.50 |

Funding is provided through the Skills Investment Program, Alberta Employment and Immigration. Call Janice Findlay at (403)342-3113 for details.



# Unit Clerk

Donald School of Business - Downtown

## Chairperson

Deb Kindopp  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## The Program

This program provides opportunities to develop the skills and attributes to efficiently operate in the management and coordinating position of a unit clerk. It is imperative that, as a key team player, the unit clerk has highly developed communication and interpersonal skills with proficiency in stress and time management. The program promotes and encourages extensive student involvement as most activities are interactive and the learning is experiential.

## Related Careers

This program prepares the graduate to work in hospital, long term care, and other health related institutional settings as a Unit Clerk or Unit Secretary to provide clerical support to patient care units. It includes instruction in computer applications, medical terminology, and the various roles of the Unit Clerk.

## Admission Requirements

### A) Academic Requirements

1. a. ELA 30-1 or ELA 30-2 or equivalent
- OR
- b. A minimum score at the 50th percentile on the English component of the College Board Placement Test and a score of 2-3 on a writing sample.
2. Keyboarding speed of 20 wpm

### B) Preceptorship Requirements

Immunization Records to be completed prior to commencement of preceptorship.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

Note: While not an admission requirement for the program, applicants are advised that they will be required to provide a Criminal Record Check and Vulnerable Sector Check to most agencies where they will be placed for practicum experiences. The existence of a criminal record may prevent practicum placement, program completion, professional licensure and therefore affect employment prospects. It is the decision of each agency or institution to accept or reject a student for placement or observation experience based on the results of the criminal record check. The current criminal record check process is under review by Alberta Health Services and may change during the academic year. You will be notified should these changes affect you.

## Program Content

|          |  |
|----------|--|
| UNIT 100 | Computer Skills                                |
| UNIT 101 | Speed Building                                 |
| UNIT 102 | Medical Terminology                            |
| UNIT 103 | Processing Medical Orders                      |
| UNIT 105 | Preceptored Practice                           |
| UNIT 106 | Exploring the Role of the Unit Clerk           |
| UNIT 107 | Essential Communication Skills for Unit Clerks |

## Recognition of Prior Learning/ Experience

The Office Administration Department recognizes that learning is a lifelong process. Students may receive Recognition of Prior Learning in some courses where the learning of skills, knowledge or competencies has been acquired through work, formal and informal education or training, or self study. Recognition of Prior Learning is applicable in UNIT 100 and UNIT 101. Further information is available at <http://www.rdc.ab.ca/rpl/>. Application forms for Recognition of Prior Learning are available through the Registrar's Office.

## Program Cost Estimates - 2013/2014

|                              |                  |
|------------------------------|------------------|
| Tuition                      | \$ 2,458.50      |
| Student Association Fees     | \$ 110.00        |
| Fees                         | \$ 3.00          |
| Activity & Wellness Fee      | \$ 44.00         |
| Facility, Service & Tech Fee | \$ 198.00        |
| Books/Materials              | \$ <u>450.00</u> |
| Total                        | \$ 3,519.50      |

## Graduation Requirements

Successful completion of all required courses.

# Virtual Assistant

## Donald School of Business - Downtown

### Chairperson

Beverly McCrostie  
E-mail: [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

### The Program

Trends in telecommuting, the growth of the Internet, and corporate downsizing have contributed to the growth of the virtual assistant profession. This online program will provide opportunities for students to gain entrepreneurial skills, attitudes, technology skills and related knowledge to adapt to providing office services virtually from their home offices. Students will learn how to create and market a viable home-based business using their technological skills to contract office support to for-profit businesses and not-for-profit agencies. Optional specialization will allow students to select from other major support areas: Automated Accounting, Web Design, and Technologies for the Virtual Office.

There are three intakes: beginning September, January and April of each year. Each course is 14 weeks in length.

### Related Careers

Certificate graduates are prepared to operate an office services home-based business. Graduates may also transfer into the Office Administration Online Collaborative Diploma.

### Transfer Features

Virtual Assistant Certificate courses will transfer to all Office Administration Certificate and Diploma Programs in colleges in Alberta. The amount of transfer credit will vary depending upon the program and college.

### Admission Requirements

#### A) Academic Requirements

1. 50% in ELA 30-1 or 65% ELA 30-2
- OR

#### Mature Student

You must be 19 years of age or older, out of high school at least one full year before the program commences, and have a minimum mark of 50% in ELA 30-1 or ELA 30-2, or a minimum score at the 50th percentile on the English component of the College Board Placement Test and a score of 2-3 on a writing sample.

#### 2. Entrance Testing

Keyboarding speed of 30 net words per minute on 3, 3-minute timings with 3 or fewer errors on each time. For testing off campus, contact Admissions at 403.342.3400 or [admissions@rdc.ab.ca](mailto:admissions@rdc.ab.ca)

#### B) Recommended

Note: While not an admission requirement for the program, in order to be successful students should have basic computer skills (able to function independently on basic computer software programs and able to carry out basic Internet navigation). Because of the entrepreneurial nature of Virtual Assistants, students should be independent learners who use time management skills to accomplish tasks.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

### Program Content

#### (Total of Nine 3-credit courses)

Core courses:

|                 |  |
|-----------------|--|
| VA 100          | Document Formatting                      |
| VA 110          | Communication Skills                     |
| VA 120          | Basic Bookkeeping for Home Business      |
| VA 130          | Starting a Virtual Assistant Business    |
| VA 140          | Office Management for Virtual Businesses |
| VA 150          | Marketing Your Virtual Business          |
| VA 160          | Virtual Practicum                        |
| OADM 200        | Desktop Publishing                       |
| Approved Option |  |
| Choose one of:  |  |
| VA 180          | Technologies for the Virtual Office      |
| OADM 220        | Automated Accounting                     |
| VA 170          | Web Design                               |

#### Program Cost Estimates - 2013/2014

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,017.25 |
| Student Association Fees     | \$ 135.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 243.00   |
| Books/Materials              | \$ 1,100.00 |
| Total                        | \$ 4,795.25 |

### Recognition of Prior Learning/ Experience

The Office Administration Department recognizes that learning is a lifelong process. Students may receive Recognition of Prior Learning in some courses where the learning of skills, knowledge or competencies has been acquired through work, formal and informal education or training, or self study. Recognition of Prior Learning is applicable in VA 100, VA 110, VA 120, OADM 200, OADM 220 and VA 170. Application forms for Recognition of Prior Learning are available through the Registrar's Office at [admissions@rdc.ab.ca](mailto:admissions@rdc.ab.ca) or the Test Centre at [test.centre@rdc.ab.ca](mailto:test.centre@rdc.ab.ca)

### Graduation Requirements

You must pass all courses and achieve a minimum cumulative GPA of 2.00.

# Visual Art

## Chairperson

Jason Frizzell  
E-mail: inquire@rdc.ab.ca  
Local calls: 403-342-3400  
Toll Free: 1-888-732-4630

## Two-Year Diploma Program

Since 1974, hundreds of Red Deer College Visual Art Diploma graduates have successfully transferred to all of the major universities and art colleges across Canada and completed their BFA degree.

## Related Careers

This program emphasizes the importance of a general foundation in art. Most related careers in art require further studies beyond two years, either at university or art college. Competition for employment in specialized art fields is very keen, making the strength of your basic education very important.

The following employment-related fields require a general art foundation, followed by more specialized training, ending in a four-year undergraduate degree or Master's degree.

Fine Art - sculpture, painting, ceramics, printmaking, photography, and drawing  
Crafts Design - ceramics, textiles, glass, and jewellery

Commercial Design - lay-out, illustration, display, model-making, and photography  
Environmental Design - architectural, urban, environmental, and industrial design

Photography - creative, commercial, industrial, and freelance

Art Education - secondary and post-secondary

Other - art galleries, framing shops, etc.

## The Program

The instructors in the Visual Art program are themselves practicing artists. Studios are fully equipped for ceramics, sculpture, painting, drawing, printmaking, and design.

The program offers you a concentrated visual arts foundation in a two year time span.

The first year emphasizes experience in drawing, painting, design, ceramics, sculpture, art history, and English. A broad range of visual experiences will help you form a visual arts vocabulary and master skills in composition and technical areas.

The second year of the program emphasizes creative growth and visual maturity in studio work. You will also be introduced to studies in the humanities.

## Transfer Features

You may transfer up to 20 course equivalents taken at Red Deer College to the University of Alberta, University of Calgary, University of Lethbridge, the Alberta College of Art and Design, NSCAD University, and the Emily Carr University of Art and Design. The Visual Art diploma is also transferable to most other Canadian universities and art colleges.

Transfer requirements vary from one university to another. See the Alberta Transfer Guide for detailed transfer policies.

## Admission Requirements

1. **High School Diploma** with no grade below 50% in ELA 30-1 or ELA 30-2

OR

2. **Mature Student**

You must be 19 years of age or older, out of high school at least one full year before the program starts, and have a minimum of 50% in ELA 30-1 or ELA 30-2, or a minimum of 50<sup>th</sup> percentile on the English component of the College Board Placement test (written on campus) or the Test of Adult Basic Education (written off campus) and a score of 2-3 on a writing sample.

Note: In addition to the program admission requirements applicants, whose first language is not English, must demonstrate English language proficiency. Refer to the Admission section of the Academic Calendar for further information.

## Program Content

### Year 1

|                 |  |
|-----------------|--|
| ART 101/ART 101 | Visiting Artists   |
| ART 201/ART 203 | Art History I and II                                       |
| ART 231/ART 233 | Visual Fundamentals I & II                                 |
| ART 241/ART 243 | Drawing I and II   |
| ART 251         | Two Dimensional Studies-Painting I                         |
| ART 261         | Three Dimensional Studies-Ceramics I                       |
| ART 281         | Three Dimensional Studies-Sculpture I                      |
| English         | One term course (level determined by entry qualifications) |

### Year 2

|   |   |
|---|---|
| ART 101/ART 101   | Visiting Artists                            |
| ART 341/ART 343   | Drawing III and IV                          |
| One-term academic option  |   |
| English   | One-term course (university level)          |
| Two-term University transfer academic option (preferably a 300 level Art History). Two electives from the following full-year studio courses: |   |
| ART 351/ART 353   | Painting II and III                         |
| ART 361/ART 363   | Ceramics II and III                         |
| ART 375/ART 377/ART 379   | Printmaking (two will be offered each year) |
| ART 381/ART 383   | Sculpture II and III                        |
| ART 310/ART 311   | Professional Practice I and II              |

## Program Cost Estimates - 2013/2014

### Year 1

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 5,028.75 |
| Student Association Fees     | \$ 225.00   |
| Fees                         | \$ 285.00   |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 405.00   |
| Books/Materials              | \$ 2,285.00 |
| Total                        | \$ 8,528.75 |

### Year 2

|                              |             |
|------------------------------|-------------|
| Tuition                      | \$ 3,129.00 |
| Student Association Fees     | \$ 140.00   |
| Fees                         | \$ 95.00    |
| Activity & Wellness Fee      | \$ 44.00    |
| Facility, Service & Tech Fee | \$ 252.00   |
| Books/Materials              | \$ 2,265.00 |
| Total                        | \$ 6,181.00 |

## Graduation Requirements

You must pass all courses (26 courses, 64 total credits) and achieve a minimum cumulative GPA of 2.00.

# CAREER DEVELOPMENT CERTIFICATE PROGRAMS

## Multimedia Web Design

RDC's Multimedia Web Design Certificate program is your first step towards a career in Multimedia and Web Design!

From digital imaging, desktop publishing, to web design, new opportunities in digital communications are emerging every day. This 21 week full-time program prepares successful graduates for a range of career opportunities in a growing and dynamic field.

Now entering its 12th year, this exciting program is designed to:

- teach the concepts of multimedia design
- publish to the web and print
- integrate various types of digital media to meet the marketing, advertising and design needs of clients

The program features:

- excellent instructors and proven training methods
- state-of-the-art Media Technology Lab and training in the latest industry standard software
- student financing, scholarship, and bursaries are available

### Admission Requirements

- High School completion is recommended
- Strong computer skills including Microsoft Windows
- Strong communication and interpersonal skills
- Fundamental drawing skills, artistic talent, a flair for creativity or experience with software used in the program are not required but are considered assets.
- A computer skills assessment and college entrance assessments may be required at the discretion of the Program Coordinator

### Program Content

- Fundamentals of Multimedia Design
- Adobe Illustrator
- Digital Photography Essentials
- Adobe Photoshop
- Adobe InDesign
- Digital Video and Audio
- The Business of Multimedia
- Introduction to X/HTML and CSS
- Web Usability
- Adobe Dreamweaver
- Adobe Flash
- Portfolio Development

### Graduation Requirements

The student must receive a grade of S (satisfactory) for each of the program courses. In addition, students must have an 80% attendance rate in each course and the professional development workshops.

Students are expected to complete the program within the twenty-two weeks that the program is scheduled.

## Professional Bookkeeping Certificate Program

(Classroom or Online offerings available)

Every organization, large or small, requires someone with the right training to maintain and update its financial records.

Bookkeepers hold vital positions within the companies they work for. They verify and balance receipts, post debits and credits, record transactions and create financial reports. Some bookkeepers have offices in their own homes and earn extra money in addition to their regular salary. Newspaper ads regularly appear for payroll clerks, accounts receivable/payable clerks, and bookkeepers for large and small businesses. Enjoy career independence in this exciting profession!

RDC has developed a comprehensive part-time 9 month certificate program to address the needs of this growing profession in central Alberta.

### Admission Requirements

- High School completion is recommended
- Strong computer skills including Microsoft Windows
- A computer skills assessment and college entrance assessments may be required at the discretion of the Program Coordinator

**Program Content**

- Manual accounting for service and merchandising businesses
- Comprehensive training in Simply Accounting and QuickBooks
- Real-world lab simulations and projects
- Advanced transactions, payroll and GST
- Microsoft Office training including Word and Excel
- Classroom or online, the choice is yours

This program will provide graduates with the knowledge and skills needed to successfully enter private practice as a Professional Bookkeeper or fulfill the requirements of a Bookkeeper position within a company.

The convenient two evenings per week schedule will help individuals meet their educational and professional development goals in a way that is manageable with an individual's busy schedule.

**Graduation Requirements**

The student must receive a grade of S (satisfactory) for each of the program courses. In addition, students must have an 80% attendance rate in each course.

Students are expected to complete the program within the 9 months that the program is scheduled.

## Alberta Senior Citizens Housing Association/Red Deer College

- **Site Managers Certificate**
- **Activity Coordinators Certificate**

Red Deer College and Alberta Senior Citizens' Housing Association (ASCHA) have partnered to provide two seniors' housing certificate programs: one for Site Managers and the other for Activity Coordinators.

These are part-time programs that were specifically designed for the working person who is able to commit an average of 15 – 20 hours of class time per course over a two-year period. This arrangement allows you to remain employed while you complete the program on a part-time basis.

Program sessions begin in the spring of even-numbered years with courses held over the following two-year period. The next session begins in April 2004. The subsequent session will begin in spring, 2006.

**Admission Requirements**

There are no formal admission requirements. Applicants may be currently employed in a seniors' housing facility or not currently employed at a seniors' facility, but interested in a career in this field.

**Program Content**

Both programs consist of an orientation course and eight additional courses that will be delivered during spring and fall sessions for two consecutive years. The courses will be delivered in a variety of forms, such as in the classroom at RDC, on-site at other locations, home study, homework assignments, and on-line courses.

**Site Managers Program**

This program is designed to build personal strengths in areas such as leadership skills, pertinent business theories and management practices that provide value to seniors' housing industry. The courses for this program are:

- Orientation: Learning to Learn
- Communication Skills\*
- Leadership and the Role of the Manager
- Interpersonal Relations
- Site Management
- Site Operations\*
- Human Resource Management
- Aging Process\*
- Common Medical Conditions\*

**Activity Coordinators Program**

This program is designed to enhance your ability to creatively and effectively program activities that meet the needs of seniors' housing residents in a stimulating and safe environment. The courses for this program are:

- Orientation: Learning to Learn\*
- Communication Skills\*
- Recreation Programming
- Personal and Professional Development
- Leisure Education
- Site Operations\*
- Program Management
- Aging Process\*
- Common Medical Conditions\*

\*These courses are common to both programs.

**Graduation Requirements**

Students must successfully complete all courses in their program to graduate and earn the certificate.

**Program Cost Estimate**

For ASCHA members: \$2,500.00  
Non-members: \$3,400.00

(Note: Fees for the entire program do not have to be paid in advance. Fees are payable as each course is scheduled).



## Occupational Health & Safety (with U of A)

To receive your U. of A. O.H. & S. Certificate, you must have completed all 6 of the compulsory core courses, and 2 of the possible 8 elective core courses and 35 hours in elective enrichment courses (minimum 329 hours total). Courses/seminars may not be offered every semester. Intended primarily for part-time students working in the field, the program will take approximately 2 to 3 years to complete. Please call the U. of A., at 1-800-808-4784 to register for the certificate or to receive a full listing of course selections at RDC call 403-342-3517.

N.B. These courses are open to anyone, in addition to those registered in and wishing to complete the entire Occupational Health & Safety Certificate Program.

### Admission Requirements

Contact the U of A for admission requirements.

### Program Content

6 Compulsory Core Courses:

- Introduction to Health & Safety Systems
- Management of Health & Safety Systems
- Fundamentals of Occupational Hygiene
- Applied Occupational Hygiene
- Health & Safety Legislation & Policy
- Organizational Behavior (Bus.303 at RDC)

8 possible elective core courses (any 2 out of these):

- Basis Train-the-Trainer
- Training and Development of the Workplace
- Fundamentals of Disability Management
- Fundamentals of Auditing
- Fundamentals of Ergonomics
- Interpersonal Communications in Business
- Risk Management and Communications -
- Safety Hazard Recognition, Evaluation & Control

35 hours of Elective Enrichment Courses (for complete listing see [www.extension.ualberta.ca/appliedsciences/prog\\_ohs.aspx](http://www.extension.ualberta.ca/appliedsciences/prog_ohs.aspx))

### Graduation Requirements

You must pass all courses and receive a minimum of 50%.

## English As A Second Language

The English as a Second Language Certificate Program is for students who want to improve their English for general communication, employability purposes or academic study.

Admission to Certificate, Diploma and University Transfer programs requires English Language Proficiencies. (See page 9)

### Admission Requirements

Level 1: Basic English (a TOEFL score of 300 or higher in a practice test

OR

Proof of ability to work at a CLB 4 in Speaking/Listening AND Reading/Writing Levels 2-5: Successful completion of previous level or placement testing.

### Program Content

**Level 1:** A basic course for students who want to increase fluency and master basic grammar and sentence structures. Learn reading strategies to develop, build and analyse new vocabulary.

**Level 2:** Writing effective paragraphs by studying grammar, sentence structure and mechanics using a multimedia approach. Learn to understand and follow moderately complex readings by identifying factual and inferred details, and practice speaking skills.

**Level 3:** Focussing on grammar and related skills required for writing paragraphs in a clear and effective manner. Small group discussions and presentations are used to further expand fluency skills.

**Level 4:** A sophisticated study of grammar and mechanics needed to write effectively for business and academics. Oral presentations expand speaking opportunities as literature, procedures and problem solving situations are described and compared.

**Level 5:** The focus is on analysis of multimedia, and of writing, revising and editing to effectively express ideas for a variety of academic and business writing situations. High demands on fluency are

made as students contribute to debates, meetings and other group interactions as well as individual projects.

### Graduation Requirements

Students must successfully complete Level Five to earn the Certificate of Completion. A minimum of 70% for Speaking/Listening and for Reading/Writing is required to pass each level.

### Program Cost Estimates Per 15 week term

|                        |            |
|------------------------|------------|
| International Students |            |
| Registration Fee       | \$ 100.00  |
| Tuition                | \$3,495.00 |
| Books/Materials        | \$ 200.00  |
| Total                  | \$3,695.00 |

|                    |            |
|--------------------|------------|
| Canadian Residents |            |
| Tuition            | \$2,975.00 |
| Books/Materials    | \$ 200.00  |
| Total              | \$3,175.00 |

Canadian Residents may be eligible to receive Skills Investment Funding.

## Pre-Employment

See page 73.

# OTHER TRAINING OPPORTUNITIES

## Aviation Diploma

### Contact

Sky Wings Aviation Academy Ltd.,  
Box 190, Penhold, AB T0M 1R0.  
Phone 403-886-5191, Fax 403-886-4279  
Toll Free: 1-800-315-8097

Red Deer College, Management  
Certificate Program,  
Box 5005, Red Deer, AB T4N 5H5  
Phone 403-342-3400

### The Program

Sky Wings Aviation Academy offers a two-year diploma in Aviation in partnership with Red Deer College. Academic courses for a Management Certificate are taken at Red Deer College. You will graduate with a strong background in business and subjects related to flight in modern high-performance transport aircraft.

You will receive a Commercial Pilot License at the end of the first year. In the second year, you will have the option of obtaining either a Multi-Engine Instrument Rating or a Flight Instructor Rating, along with a Single Engine Instrument Rating. You will also receive a Management Certificate from Red Deer College.

### Admission Requirements & Fee Structure

#### A. Academics

Successful completion of high school including the following courses or their equivalent. If you are unsure if your transcript will meet requirements, please contact us by telephone or fax.

Mathematics 30-1 or Mathematics 30-2  
English 30-1 or English 30-2  
Accounting and Computer experience is recommended  
Mathematics 31 is recommended  
Physics is an asset, but not required

#### B. Medical Fitness

Candidates must be cleared to Commercial Pilot Medical Standards (Category 1) by a Ministry of Transport Doctor. Call Sky Wings for a list of specified Doctors in your area.

#### C. Private Pilot's License

Applicants may be conditionally accepted into the program subject to being in possession of a medical at the time of registration. Sky Wings Aviation offers an accelerated six week private pilot course during the months of July and August or it may be completed by entering in September and enrolling in the private pilot course along with the normal academic course load.

#### D. Fee Structure

Fees will vary for individual students, however, an approximate figure of \$40,000.00 for the two years may be used for planning purposes.

Students will be required to make a deposit of \$500.00 to hold a position upon registration, and one of \$5,000.00 prior to the commencement of each semester. Subsequent course costs are payable midway through the term. Maximum funding available from Alberta Student Loans to qualified applicants is currently \$27,000.00 for the entire program. Out-of-province students may be eligible through their respective finance boards (i.e. Saskatchewan, Manitoba, Ontario, etc.)

Some scholarships are available. Contact Sky Wings Aviation for a list of benefactors and application procedures.

#### E. How to Apply

Since, for practical purposes, each class is limited to 25 students, you are advised to apply as soon as possible to Sky Wings, complete and return the application form with a \$75.00 non-refundable fee. Applications should be submitted by April 1 for September, and by August 30 for classes starting in January. Late applications will be reviewed as space permits. (Faxes and PDF Files are acceptable and fees may be paid by credit card).

#### F. Duration

The Aviation Diploma program includes 2 semesters in each of two years. Each semester is fifteen weeks long. The academic program will take approximately half the student's time, and the flying theory and flight instruction part of the program will take the other half of this time. The program can be structured for the individual and an accelerated curriculum can be arranged. Contact the Program Coordinator and we can plan for your career needs.

### Communications Course Placement Testing

Students will be required to take a College placement test before registering in a written communications course. (Students with 60% or greater in English 30-1 will be exempted from this test.) Students who do not achieve a satisfactory mark in this test will be required to complete COMM 150 before they can register in the required course, COMM 250. Students should take the placement test early in the event preparatory work (COMM 150) is required.

### Program Content

Preparatory as required  
Flight training to achieve a Private Pilot License can be done at Sky Wings Aviation. Please contact.

Eight Business Administration courses are required to complete the Management Certificate. Refer to the Business Administration section of the calendar for details.

Sky Wings courses include:

|              |   |
|--------------|---|
| Aviation 101 | Human Factors,<br>Navigation, Engines,<br>Air Regs  |
| Aviation 102 | Commercial Pilot's<br>License Flight<br>Training  |
| Aviation 201 | Theory of Flight,<br>Meteorology, Weight<br>and Balance, Air<br>Carriers  |
| Aviation 202 | Flight Training   |
| Aviation 301 | Advanced<br>Meteorology,<br>Advanced<br>Navigation,<br>Instrument Flight<br>Procedures  |
| Aviation 401 | Instructional<br>Technique, Airline<br>Management, First<br>Aid, Survival Training,<br>Theory of Flight,<br>Crew Resource<br>Management |
| Option 1     |   |
| Aviation 403 | Single Engine IFR   |
| Aviation 502 | Instructor Rating   |
| Option 2     |   |
| Aviation 303 | Multi-Engine<br>Endorsement Flight<br>Training  |
| Aviation 402 | Multi-Engine<br>Instrument Rating<br>Flight Training<br>(prerequisite to 404)   |
| Aviation 404 | PCC on Advanced<br>Twin Aircraft.   |

All above courses are requirements as well as one of the stated options.

### Graduation Requirements

Sky Wings will award a diploma if you pass all courses and achieve a minimum cumulative GPA of 2.00. You must also have obtained a Commercial Pilot's License with a Multi Engine Instrument Rating **OR** a Commercial Pilot License with an Instrument Rating and Single Engine Instrument Rating.

Upon completion you could receive:

1. Sky Wings Aviation Academy Diploma
2. Red Deer College Management Certificate

## Continuing Education

Continuing Education offers a wide range of courses, seminars and workshops designed to meet the needs of life long learners. These credit-free offerings provide opportunities for workplace skills development, career enhancement and personal growth.

Course guides are available in August and January. Please call 403 357-3663. Information is also available on the Web address:  
<http://extension.rdc.ab.ca>

The programs offered by Continuing Education are learner-centered and designed to be accessible, relevant, practical and convenient. Program Coordinators also provide customized "on-site" training programs for groups and businesses.

Continuing Education programming includes:

### Career Development Programming

For Career Development Programming designation, a program must include measurable outcomes and be recognized by Alberta Learning as a program for which students are eligible to receive Students Finance Board funding. Often, Career Development programs will involve certification of learning by a body external to the college. See page 122 for a complete listing of Career Development Certificate Programs.

### Business and Industry Training

Continuing Education provides training programs for learners wishing to upgrade their workplace skills. Programs are responsive to the changing needs of business and industry and help individuals and businesses keep current in their changing environments.

### Industrial & Trades Training

Phone 342-3517

- Waterwell Drilling
- Transportation Safety Director
- Journeyman/Tradesman Updating
- Oil & Gas Industry Related Courses
- Distance Delivery Trades Programs
- Programs – see page 72
- Pre-employment Trades

### Management Training

Phone 342-3216

- Leadership
- Human Resource Management
- Conflict Management
- Financial Management

### Computer Training – Phone 342-3433

- Introductory Courses
- Application software
- Accounting, Project Management and AutoCAD
- Multimedia, Web Design and Digital Photography
- Customized Systems and Information Technology Training

### Arts Programming

Continuing Education offers highly acclaimed programming in the Visual and Performing Arts. Excellent instructors and superb facilities provide unique learning opportunities for students.

### Visual Arts – Phone 342-3130

- Summer Series – summer visual arts school for adults
- Hot Glass
- Year round arts programming

### Performing Arts – Phone 342-3526

- Conservatory of Music
- Conservatory of Dance
- Adult Concert Band
- Clinics on Campus

### Summer Camps

Art Camps – Phone 342-3504

- Musicamp Alberta
- Arts Trek
- Adventures in Summer Music
- Summerscapes
- College for Kids

Science Camps – Phone 342-3504

## OTHER TRAINING OPPORTUNITIES

Sport Camps - Phone 342-3201

- Basketball
- Volleyball
- Hockey
- Soccer
- Combo Camps

Fitness & Lifestyle Programming

Phone – 342-3140

The Kevin Sirois Fitness Centre provides fitness and lifestyle courses, programs and services. Supported by a provincial “Be Fit for Life” grant, the KS Centre supports and encourages healthy lifestyles throughout Central Alberta through activities such as:

- leadership certification programs
- fitness & lifestyle appraisals
- Mobile Fitness Unit
- Cardiac Rehabilitation
- Worksite Wellness initiatives

General Interest Programming

Phone – 357-3663

- Language Training
- Human Services Programming
- Personal Growth

## Professional Accounting Designation

Students seeking a professional accounting designation CA (Chartered Accountant) [www.becomea.ca](http://www.becomea.ca), CMA (Certified Management Accountant) [www.cma-alberta.com/become](http://www.cma-alberta.com/become) or CGA (Certified General Accountant) [www.cga-alberta.org](http://www.cga-alberta.org) must earn a 4 year university degree. Students may seek a business degree focusing on accounting by enrolling in the Business Administration Diploma (Accounting major) or the Bachelor of Commerce program. To complete a 4 year university degree, students in the Business Administration Diploma will need to complete 2 additional years at a transfer institution or through the RDC and Mount Royal University Bachelor of Business Administration offered at Red Deer College.



**Arrive inspired** to participate in collaborative and real-world projects, connect with local businesses and community leaders, and learn in a facility uniquely designed to enhance your success.

**Leave prepared** to embrace your future.

### Donald School of Business Downtown

The following RDC programs will be offered within the Donald School of Business:

#### DEGREES

- Bachelor of Commerce University Transfer (1st and 2nd year)

#### DIPLOMAS

- Business Administration Diploma (majors: Accounting, Marketing, General)
- Financial Services
- Hospitality & Tourism Management
- Legal Assistant

#### CERTIFICATES

- Cook
- Hospitality & Tourism Management
- Management Certificate
- Office Technology Certificate
- Unit Clerk Certificate
- Virtual Assistant Certificate

#### CONTINUING EDUCATION OPPORTUNITIES

- Career Advancement Certificates
- Professional Development
- Corporate Training

RDC's Donald School of Business –  
Arrive Inspired. Leave Prepared.

**DONALD**  
School of Business



# COURSE DESCRIPTIONS

In this section, courses are listed to show what is normally offered at Red Deer College. Some courses are not offered every year. Check the timetable to see if specific courses will be offered.

Each course is identified by the name of the subject, followed by a course number and a course weight. The instructor/student contact hours are also shown as well as the number of weeks the course normally lasts, the title of the course, and a brief description.

Example:

ACCT 206-3 (BC=4)

(3-1) 15 weeks

Auditing

|          |   |
|----------|---|
| ACCT     | name of the subject, often an abbreviation  |
| 206      | the course number which gives the course a unique identity                        |
| -3       | the number which follows the dash is the course credit weight                     |
| (BC=4)   | the number of billing credits   |
| (3-1)    | the instructor/student contact hours per week; 3 hours of class and 1 hour of lab |
| 15 weeks | the number of weeks the class runs  |
| Auditing | the title of the course   |

## Assignment of Academic Credits, or Credit Weight, to Courses

Course credits are a measure of learning opportunities based on the number and type of instructional hours or equivalent learning experiences. For Red Deer College Diploma and Certificate courses, academic credits are normally equal to billing credits. For courses in University Transfer Programs, academic credits are normally equal to the credit given at university. This is usually equal to the number of lecture hours.

## Definitions

**Credit** - The equivalent of 15 hours of class instruction. (Example: 1 hour per week for 15 weeks including the final exam period.

**Course** - A series of learning opportunities within a specific subject area to which a final grade is assigned.

Courses have a variety of learning opportunities, among which are the following:

**Class** - a series of learning activities aimed at acquiring theory.

i) Activities in the class are directed by the instructor

OR

ii) Context based Learning

**Lab** - a series of structured learning activities to facilitate the application of concepts, theories and principles.

**Seminar/Tutorial** - a series of structured learning activities aimed at further exploration and application of concepts, theories and principles.

**Clinical** - a series of learning activities aimed at applying theory in prescribed clinical experiences.

**Practicum** - a learning activity aimed at combining theory with practical experience.

**Field Work** - an educational experience involving work of a practical nature acquired by students in a work situation.

## Instructor/Student Contact Hours

The figures in brackets following the course title and number show the number of contact hours per week. The first figure is the number of class hours. The last figure is the number of lab hours. Seminar hours are identified with an S. Practicum, Clinical and Fieldwork are usually expressed as total hours.

(3-0) Three hours of classes per week. No labs.

(3-3) Three hours of classes and three hours of labs per week.

(0-3) No classes.  
Three hours of labs per week.  
(3-15-3) Three hours of classes,  
1 hour of seminar, and  
three hours of labs per week.  
(3/2) Classes on alternate weeks

## Course Length

Length of courses may vary, see timetable for length of courses.

A term usually lasts 15 weeks, including the exam period. Courses lasting 15 weeks are called term courses.

Some courses last two terms, or 30 weeks. This includes two exam periods, one at the end of each term. These courses usually run from September to April. They are called full courses.

## Prerequisites and Co-requisites

Courses listed as prerequisites must be completed before you start the course in question. For example, BIOL 297 lists Biology 30 or equivalent as prerequisite. This means that you must complete Biology 30 or equivalent before you can take BIOL 297. Courses listed as co-requisites must be taken at the same time as the course in question.

**Note:** You usually have to complete a junior course in the same subject before you can take a senior course. This is true even if it is not listed as a prerequisite. If you wish to register in a 300-level course without having taken at least one 200-level course in the same subject, check with an advisor.

## Restricted Courses

Some courses are available only if you are admitted to a certain program.

## Reserved Courses

Some courses are available first to students in a certain program. Once most students have registered, these courses are opened to all students.

You can find information on restricted and reserved courses in the College Timetable.



## Accounting

### ACCT 075-6 (BC=6)

**(6-0) 15 weeks**

#### Basic Accounting

See "Career and Academic Preparation Courses," page 201.

### ACCT 102-4 (BC=4)

**(4-0) 15 weeks**

#### Introductory Accounting I

Theory and practice of accounting as applied to the accumulation, external reporting, and external uses of financial accounting information.

Credit will not be granted for both ACCT 102 and 202.

### ACCT 103-4 (BC=4)

**(4-0) 15 weeks**

#### Introductory Accounting II

Preparing and analysing accounting information for shareholder and management use.

Prerequisite: ACCT 102

Credit will not be granted for both ACCT 103 and 202.

### ACCT 104-3 (BC=3)

**(3-0) 15 weeks**

#### Managerial Accounting

Using accounting information for managerial decision making, operating and capital budgets, and product costing.

Prerequisite: ACCT 102

Credit will not be granted for both ACCT 104 and 204.

Diploma students may take either ACCT 104 or 204. Bachelor of Commerce must take ACCT 204 (and may not take ACCT 104).

### ACCT 106-4 (BC=4)

**(3-2) 15 weeks**

#### Management Accounting and Finance

Using accounting information for managerial decision making. Budgeting, financial forecasting and analysis, and an introduction to corporate finance.

Prerequisite: ACCT 102

Credit will not be granted for both ACCT 104 and 106.

### ACCT 202-3 (BC=5)

**(5-0) 15 weeks**

#### Introductory Financial Accounting

Postulates, principles of accounting relating to external reporting, and uses of financial accounting information. Emphasis is on accounting for organizational resources and equities, preparing and analysing financial statements, and reporting to owners, creditors, and other external decision makers.

Note: Designed for Second Year Commerce Students.

Credit will not be granted for both ACCT 102/103 and 202.

### ACCT 204-3 (BC=3)

**(3-0) 15 weeks**

#### Managerial Accounting

ACCT 204 covers the same topics as ACCT 104 in more depth and adds several additional topics.

Prerequisite: ACCT 103 or 202

Credit will not be granted for both ACCT 104 and 204.

Bachelor of Commerce students must take ACCT 204. Diploma students may take either ACCT 104 or 204.

### ACCT 205-3 (BC=3)

**(3-0) 15 weeks**

#### Cost Accounting

Basic cost accounting and multiple purpose systems for management control. Profit-cost relationships. Inventory valuation. Material costing. Budgeting and performance evaluation. Standard costs. Variance analysis. Direct costing and relevant costing. Cost allocation. Process costing.

Prerequisite: ACCT 104 or 204.

### ACCT 206-3 (BC=4)

**(3-1) 15 weeks**

#### Auditing

Objectives, principles, standards, and procedures of external auditing. Audit of assets, liabilities, equity, revenue, and expenses.

Prerequisite: ACCT 103 or 202.

### ACCT 209-4 (BC=5)

**(4-1) 15 weeks**

#### Intermediate Financial Accounting I

Generally accepted accounting principles. Objectives of financial statements. Revenue recognition. Time value of money. Valuation of current assets. Accounting for inventories. Fixed assets and long-term investments.

Prerequisites: ACCT 103 or 202.

### ACCT 210-4 (BC=5)

**(4-1) 15 weeks**

#### Intermediate Financial Accounting II

Monetary and non-monetary liabilities. Accounting for bonds, leases, pensions, and shareholders' equity. Tax allocation. Analysing financial statement information. Statement of changes in financial position. Accounting for changes and correcting errors.

Prerequisite: ACCT 209.

### ACCT 310-3 (BC=3)

**(3-0) 15 weeks**

#### Advanced Financial Accounting

This is an advanced course in financial accounting that is aimed primarily at students pursuing a professional accounting designation. Emphasis is on investments, consolidations, foreign currency and financial reporting.

Prerequisite: ACCT 209 & ACCT 210

## Anthropology

Note: Not all courses listed may be offered. Check Course Timetable for availability.

### ANTH 200-3 (BC=3)

**(3-0) 15 weeks**

#### People & Biocultural Evolution

An examination of people and culture around the world. The focus will be on archaeological and physical anthropological components (race, evolution).

Note: Do not take ANTH 200 or 201 if you have already completed ANTH 203.

### ANTH 201-3 (BC=3)

**(3-0) 15 weeks**

#### People and Culture

An examination of people and culture around the world. The focus will be on cultural anthropological components (language, culture growth and culture change).

Note: Do not take ANTH 200 or 201 if you have already completed ANTH 203.

### ANTH 203-3 (BC=3)

**(3-0) 15 weeks**

#### Introduction to Anthropology

Provides a general introduction to Anthropology through the study of central concepts and key issues, including culture, human cultural development, biological evolution, social organization, cultural theory, symbolic systems and culture change.

Note: You cannot receive credit for ANTH 203 if you have previously taken either ANTH 200 or 201.

**ANTH 204-3 (BC=3)****(3-0) 15 weeks****Global Citizenship**

A survey of basic elements of global citizenship. Central concepts to building knowledge and understanding of the interconnectedness of human cultures will be explored by focusing on topics including social justice and equity, diversity, globalization and interdependence, sustainable development, and peace and conflict.

**ANTH 306-3 (BC=3)****(3-0) 15 weeks****Introduction to Archaeology**

The nature, purposes, theory, and methods of anthropological archaeology. Emphasis is on how past societies are reconstructed from archaeological evidence and the explanation of cultural evolution.

Prerequisite: ANTH 200 or ANTH 203, or consent of the Department.

**ANTH 307-3 (BC=3)****(3-0) 15 weeks****Introduction to Social and Cultural Anthropology**

Comparing human society and culture, particularly non-Western communities. Emphasis is on the family, social structure, political institutions, religion, and processes of change.

Prerequisite: ANTH 201 or ANTH 203, or consent of the Department.

**ANTH 308-3 (BC=3)****(3-0) 15 weeks****Introduction to Linguistic Anthropology**

Language and communication in the context of anthropology. A brief survey of field and analytic methods. Theory of linguistic anthropology.

Prerequisite: ANTH 201 or ANTH 203, or consent of the Department.

**ANTH 309-3 (BC=3)****(3-0) 15 weeks****Introduction to Physical Anthropology**

Human evolution and human variation. Topics include primatology, osteology, hominoid palaeontology, and variation in modern populations.

Prerequisite: ANTH 200 or ANTH 203, or consent of the Department.

**ANTH 321-3 (BC=3)****(3-0) 15 weeks****Ethnographic Survey of Latin America**

A survey of cultural traditions of Mexico, the Caribbean, and Central and South America as they have evolved since the 16<sup>th</sup> century. Prerequisite: ANTH 201 or ANTH 203, or consent of department.

**ANTH 323-3 (BC=3)****(3-0) 15 week****Ethnographic Survey of Africa**

Anthropology 323 will survey various groups across Africa going from traditional foraging groups through to current industrial societies in Africa.

Prerequisite: ANTH 201 or ANTH 203, or consent of the department.

**ANTH 327-3 (BC=3)****(3-0) 15 weeks****Globalization and Indigenous/Cultural Minorities**

The survival of indigenous and minority cultures in various societies. Relationships among race, class, culture, and politics. Genocide, ethnocide, and the future of native peoples in the modern state.

Prerequisite: ANTH 201 or ANTH 203 or consent of the Department.

**ANTH 330-3 (BC=3)****(3-0) 15 weeks****Technology and Culture**

Evolution of tools and techniques. How society adapts to environment through technology. Relationships between technology, ideology, and social organization.

Prerequisite: ANTH 201 or ANTH 203 or consent of the Department.

**ANTH 331-3 (BC=3)****(3-0) 15 weeks****Anthropology of Gender**

Comparative analysis of gender as a central feature of social identity and of social relations of power, with particular reference to feminist approaches to the exploration of women's experience in their historical and cultural variety.

Prerequisite: ANTH 201 or ANTH 203, or consent of the department.

**ANTH 356-3 (BC=3)****(3-0) 15 weeks****Ethnographic Survey of First Nations of Canada**

The cultural history of the First Nations peoples of Canada including the analysis of the contemporary groups.

Prerequisite: ANTH 201 or ANTH 203, or consent of the Department.

**ANTH 357-3 (BC=3)****(3-0) 15 weeks****Applied Anthropology**

Introduction to the practical use of anthropological knowledge and research methods. Includes discussion of the specific challenges of practicing anthropology outside of academia.

Prerequisite: SOCI 310 or SOCI 312 or consent of the department. You cannot receive credit for ANTH 357 if you have previously taken SOCI 322.

**ANTH 361-3 (BC=3)****(3-0) 15 weeks****Peoples & Cultures of Central America**

Cultural history of the native peoples of Mexico and Guatemala. Contemporary Indian communities.

Prerequisite: ANTH 201 or ANTH 203, or consent of the Department.

**ANTH 363-3 (BC=3)****(3-0) 15 weeks****Anthropological Perspectives on Religion**

Contemporary anthropological theoretical perspectives on indigenous and world religions.

Prerequisite: ANTH 201 or ANTH 203 or consent of the Department.

**ANTH 370 (BC=3)****(3-0) 15 weeks****Special Topics in Archaeology**

Examination of selected topics in archaeology and/or biological (physical) anthropology. This course may be repeated for credit.

Prerequisites: ANTH 200 or ANTH 203, or consent of the Department.

**ANTH 375 (BC=3)****(3-0) 15 weeks****Special Topics in Anthropology**

Examination of selected topics in social/cultural anthropology. This course may be repeated for credit.

Prerequisites: ANTH 201 or ANTH 203, or consent of the Department.

**ANTH 391-3 (BC=4)****(3-0-3) 15 weeks****Human Osteology**

This is a comprehensive and intensive course on human skeletal material in archaeological context. Lectures and labs will cover techniques for identifying complete and fragmentary skeletal and dental elements, for recognizing the form and function of soft tissue attachments, on bones and for determining individualizing characteristics such as age at death and sex. Additional topics include skeletal growth and development, the identification of the normal range of variation in human skeletal anatomy, and distinguishing human from animal bones. This course should be considered essential for students planning future work in the interpretation of modern and archaeological human remains or the hominid fossil record.

Prerequisites: ANTH 309, or a course in Biology or Zoology, or consent of the Department.

**Art**

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**ART 101-.5 (BC=.5)****(0-1) 15 weeks****Visiting Artists**

This is a presentation based course featuring a diverse range of visiting artists who are professionally active in the visual art studio areas. Presentations will contain a variety of graphic content.

Note: This course will be evaluated using a credit (pass)/non-credit (fail) grading system based upon 75% attendance.

Note: Repeat for credit 4 times for 2 credits. To complete their program requirement, BFA and Visual Art students must have completed a total of 2 credits in ART 101. Beginning date for ART 101 is Fall 2002.

**ART 201-3 (BC=3)****(3-0) 15 weeks****Art History I**

A survey of Art History from Prehistoric to Renaissance.

Note: Not eligible for challenge.

**ART 203-3 (BC=3)****(3-0) 15 weeks****Art History II**

A survey of Art History from Renaissance to modern.

**ART 231-3 (BC=5)****(4-2) 15 weeks****Visual Fundamentals 2D**

A foundation level, project based studio course that introduces the formal elements and principles of two dimensional design.

Note: Not eligible for challenge.

**ART 233-3 (BC=5)****(4-2) 15 weeks****Visual Fundamentals 3D**

A foundation level, project based studio course that introduces the formal elements and principles of three dimensional design.

Note: Not eligible for challenge.

**ART 241-3 (BC=5)****(4-2) 15 weeks****Drawing I**

Basic theory and practice of drawing.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 243-3 (BC=5)****(4-2) 15 weeks****Drawing II**

ART 241 continued. Basic theory and practice of drawing. Emphasis is on analysis and motivation.

Prerequisite: ART 241.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 251-3 (BC=5)****(4-2) 15 weeks****Two Dimensional Studies - Painting I**

Introduction to various materials and techniques in both traditional and contemporary formats.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 261-3 (BC=5)****(4-2) 15 weeks****Three Dimensional Studies - Ceramics I**

Ceramic process in image and idea.

Note: Not eligible for challenge.

**ART 281-3 (BC=5)****(4-2) 15 weeks****Three Dimensional Studies - Sculpture I**

Sculptural process in image and idea.

Note: Not eligible for challenge.

**ART 301-3 (BC=3)****(3-0) 15 weeks****Art History**

Forms and concepts in art and architecture in Canada. Early French and English colonial periods to Confederation.

**ART 303-3 (BC=3)****(3-0) 15 weeks****Art History**

Forms and concepts in Canadian art and architecture from Confederation to modern. The Group of Seven, Nationalism, Regionalism, and more recent development.

**ART 305-3 (BC=3)****(3-0) 15 weeks****Art History**

European painting, sculpture, and architecture. The nineteenth century to the end of Impressionism.

**ART 306-3 (BC=3)****(3-0) 15 weeks****Art History**

Painting, sculpture, and architecture. From the end of Impressionism, through the early art movement of the 20th century, to the 1950's.

**ART 310-1 (BC=2)****(1-0) 15 weeks****Professional Practice I**

The exploration and application of issues, responsibilities, techniques, and systems related to a professional artistic practice with an emphasis on portfolio development. Prerequisites: ART 231, 233, 241, 243, 251, 261, 281 or department approval.

**ART 311-1 (BC=1)****(1-0) 15 weeks****Professional Practice II**

The exploration and application of issues, responsibilities, techniques, and systems related to a professional artistic practice with an emphasis on proposals, support agencies, and contractual and financial matters.

Prerequisite: ART 310 or department approval.

**ART 341-3 (BC=5)****(4-2) 15 weeks****Drawing III**

Theory and practice of drawing. Emphasis is on developing more advanced drawing and perception skills.

Prerequisite: ART 231, 233, 243.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 343-3 (BC=5)****(4-2) 15 weeks****Drawing IV**

Emphasis is on refining technique and resolution of working concepts.

Prerequisite: ART 341.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 351-3 (BC=5)****(4-2) 15 weeks****Painting II**

ART 251 continued. A contemporary approach to painting that develops individual strengths, using a problem solving approach.

Prerequisite: For AU, U of C, U of L, AUC, B.F.A. program: ART 251, 231, 233 and 243. For U of A, B.F.A. program: ART 231, 233, 243, 251, 281.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 353-3 (BC=5)****(4-2) 15 weeks****Painting III**

ART 351 continued.

Prerequisite: ART 351.

Note: May include use of life models

Note: Not eligible for challenge.

**ART 361-3 (BC=5)****(4-2) 15 weeks****Ceramics II**

Emphasis is on hand building and surface enrichment. Lectures, critiques, and studio practice.

Prerequisite: ART 231, 233, 243 and 261.

Note: Not eligible for challenge.

**ART 363-3 (BC=5)****(4-2) 15 weeks****Ceramics III**

Further work and study in clay. Kiln firing principles and introduction to throwing. Lecture, critiques, and studio practice.

Prerequisite: ART 361.

Note: Not eligible for challenge.

**ART 375-3 (BC=5)****(4-2) 15 weeks****Printmaking I**

Relief printmaking, including woodcut, wood engraving, linocuts, and colour printmaking.

Prerequisites: For AU, U of C, U of L, AUC, B.F.A. program: ART 231, 233, 243.

For U of A, B.F.A. program: ART 231, 233, 243, 251/281.

Note: Not eligible for challenge.

**ART 377-3 (BC=5)****(4-2) 15 weeks****Printmaking II**

Silkscreen (serigraph) printmaking.

Prerequisites: For AU, U of C, U of L, AUC, B.F.A. program: ART 231, 233, 243.

For U of A, B.F.A. program: ART 231, 233, 243, 251/281.

Corequisite: ART 379.

Note: Not eligible for challenge.

**ART 379-3 (BC=5)****(4-2) 15 weeks****Printmaking III**

Intaglio and relief printmaking. Includes etching, engraving, collograph, and colour printing.

Note: Not eligible for challenge.

**ART 381-3 (BC=5)****(4-2) 15 weeks****Sculpture II**

Developing and realizing sculpture using various techniques and materials.

Prerequisites: FOR U of C, U of L, AUC, B.F.A. Program: ART 231, 233, 243, 281.

For U of A, B.F.A. Program: ART 231, 233, 243, 251/281.

Note: Not eligible for challenge.

**ART 383-3 (BC=5)****(4-2) 15 weeks****Sculpture III**

Further study and work in sculpture.

Prerequisite: ART 381.

Note: Not eligible for challenge.

**ART 441-3 (BC=5)****(4-2) 15 weeks****Drawing**

Emphasis is on an individual problem solving approach. You have more responsibility to set visual and conceptual parameters and to extend your visual inquiry process.

Prerequisite: ART 343

Co-requisite: ART 499

Note: May include use of life models

Note: Not eligible for challenge.

**ART 443-3 (BC=5)****(4-2) 15 weeks****Drawing**

ART 441 continued.

Prerequisite: ART 441.

Co-requisite: ART 499

Note: May include use of life models

Note: Not eligible for challenge.

**ART 451-3 (BC=5)****(4-2) 15 weeks****Painting**

Expanding your ability in and knowledge of painting concepts and processes. Using and handling related media.

Prerequisite: ART 353.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 453-3 (BC=5)****(4-2) 15 weeks****Painting**

ART 451 continued.

Prerequisite: ART 451

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 461-3 (BC=5)****(4-2) 15 weeks****Ceramics**

ART 363 continued. Emphasis is on refining personal imagery in terms of composition and conception. More in-depth understanding of ceramic techniques.

Prerequisite: ART 363.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 463-3 (BC=5)****(4-2) 15 weeks****Ceramics**

ART 461 continued.

Prerequisite: ART 461.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 475-3 (BC=5)****(4-2) 15 weeks****Printmaking - Relief Intaglio**

Technology of relief and intaglio printing processes. Developing personal imagery, effective visual communication, composition, and design.

Prerequisite: ART 375, 379.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 479-3 (BC=5)****(4-2) 15 weeks****Printmaking - Relief Intaglio**

ART 475 continued.

Prerequisite: ART 375, 379.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 481-3 (BC=5)****(4-2) 15 weeks****Sculpture**

Extending your performance base as it relates to ideas, media, and process.

Prerequisite: ART 383.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 483-3 (BC=5)****(4-2) 15 weeks****Sculpture**

ART 481 continued.

Prerequisite: ART 481.

Co-requisite: ART 499

Note: Not eligible for challenge.

**ART 499-3 (BC=4)****(4-2) 15 weeks****Studio and Professional Practice**

Seminar that together with self-directed studio research and production fosters a commitment to critical thinking and professional practice. Required co-requisite for students registered in 400 level studio course

Note: May be repeated for credit

Note: Not eligible for challenge.

## Astronomy

**ASTR 205-3 (BC=3)****(3-0) 15 weeks****The Modern Universe**

A survey of modern astronomy with a focus on how our present views of the universe developed. Exploring the solar system by telescope and spacecraft. The birth and death of stars. Variable stars. Interstellar medium. The Milky Way and other galaxies. Pulsars (neutron stars) and supernovae. The concept of a black hole. Exploding galaxies (radio galaxies) and quasars. The evolution of the universe. The possibilities of extraterrestrial life and interstellar communication.

## Automation & Manufacturing Engineering Technology

Open to Engineering Tech Students only

**AMET 100-3 (BC=3)****(3-0-1) 15 weeks****Physics**

Obtain a basic foundation in kinematics, statics, dynamics, forces, Newton's laws, motion, torque, scalar and vector quantities, thermal physics, electricity, momentum, work, power, and conservation laws. Practical application of measurement, data analysis, and experimental techniques in lab exercises will reinforce theory.

**AMET 105-2 (BC=2)****(2-1-0) 15 weeks****Engineering Drafting**

Learn the graphical language of drafting by learning to represent an object using isometric and orthographic drawings, lettering and line techniques, tolerances, dimensioning and sectioning, multiple views and free hand sketching. Principles of part assembly are also introduced.

**AMET 110-3 (BC=3)****(3-1-0) 15 weeks****Engineering Management**

Examine Project Management, Lean Thinking, and Quality Assurance. Learn about the project management process, the role of the project manager and the role of projects in an organization. Learn the concepts of lean and quality assurance and how to incorporate them in the workplace or in a project.

**AMET 115-2 (BC=2)****(2-0-1) 15 weeks****Metrology**

Learn about the concept of measurement and its tools to control the manufacturing process parameters to maintain required precision. Use a variety of measuring tools and instruments to calculate tolerances with respect to material temperature change. Precision and non-precision measurements, calibration, and metric/imperial units will be part of this course.

**AMET 120-3 (BC=3)****(3-0-0) 15 weeks****Statics**

Study the cornerstones of engineering design: forces, loads and resulting stresses. Learn how to establish free body diagrams, calculate moments and stresses and study vector mathematics, centroid, distributed loads, strains, safety factor and Hook's law. Prerequisite: GET 110

**AMET 125-3 (BC=3)****(3-0-1.5) 15 weeks****Materials Science**

Gain an understanding of the effects of physical and chemical influences on the properties of solid materials. Study and investigate mechanical, thermal, electrical and magnetic behaviors. Destructive and nondestructive testing will be covered in detail.

Prerequisite: AMET 100

**AMET 130-2 (BC=2)****(2-0-1) 15 weeks****Fluid Mechanics**

Study fluid statics, pressure types and units, manometry laws, similarity and dimensional analysis as well as Bernoulli's equation, laminar and turbulent flow, Reynolds number, buoyance, energy loss and pump design, forces on gates, momentum and energy equations, and pressure measurement.

Prerequisite: GET 110

**AMET 135-3 (BC=3)****(3-0-0) 15 weeks****Thermodynamics**

Examine the first and second laws of thermodynamics and applications and the mutual effects between temperature, pressure and volume and learn about the most common thermodynamics properties, heat transfer and heat losses in building as well as the application of heat transfer (heat pumps, heat engine, and refrigeration cycles).

Prerequisite: GET 110

**AMET 140-2 (BC=2)****(2-1-1.5) 15 weeks****Computer Aided Design**

Use knowledge from the Engineering Drafting course to utilize AutoCAD software. Use drawing tools, multiple views, sectioning, common drafting conventions, tolerances, library commands and symbols and 3D modelling. Design and create 3D objects and simulate manufacturing processes to identify irregularities or conflicts in the machining process.

Prerequisite: AMET 105



**AMET 145-2 (BC=2)****(2-1-1) 15 weeks  
Manufacturing I**

Learn basic manufacturing operations, standard machine tools, blueprint reading and industrial safety practices. Experience the manufacturing environment and the application of layout tools, hand tools and measuring tools. Iron steel making and related processes, welding methods and techniques and different types of welding machines, joints and rods will be explored. Not eligible for Prior Learning & Recognition

**AMET 200-3 (BC=3)****(3-0-1.5) 15 weeks****Fundamentals of FMEA**

Gain the knowledge and tools needed to conduct an engineering investigation to assess potential sources, causes and solutions for failure prevention. Study the fundamentals of failure mode and effects analysis, failure analysis of mechanical systems, evidence collection and handling and development of failure hypotheses and the fundamentals of root cause analysis. Prerequisite: AMET 125

**AMET 205-2.5 (BC=3)****(2.5-0-1) 15 weeks****Dynamics**

Learn the mechanical principles of motion and forces of dynamic systems. Study the kinematics and kinetics of objects in translation and rotation, the effect of acceleration on motion, in addition to conservation of energy principles and applications.

Prerequisites: AMET 120; GET 115

**AMET 210-2 (BC=2)****(2-0-0) 15 weeks****Building Systems**

Design heating, ventilation and air conditioning systems. Learn about the equipment and instruments used in HVAC and learn how to calculate thermal loads and identify heat losses. Gain the tools and skills needed to interpret HVAC drawings, specifications and codes.

Prerequisite: AMET 135

**AMET 215-3 (BC=3)****(3-0-1.5) 15 weeks****Pneumatics and Hydraulics**

Learn about the concept and design of power circuits. Learn about the components of power systems and how these components function and interact within the system. Simulation and practical trouble shooting of circuits will be explored. Prerequisite: AMET 130

**AMET 220-3 (BC=3)****(3-0-0) 15 weeks****Strength of Materials**

Review the basic concepts of strengths of materials as well as stress and strain due to various loadings including thermal loading. Topics will include bending, shearing and combination stresses, design of shafts, vessels, and joints, Mohr circle, and beam deflection.

Prerequisite: AMET 120

**AMET 225-3 (BC=3)****(3-0-1) 15 weeks****Tool and Fixture Design**

Learn and apply the concept of cutting tool design, work-holder standards, work-piece clamping design for manufacturing process, selection of tooling materials and safe tool handling practices.

Prerequisite: AMET 245 and AMET 140

**AMET 230-3 (BC=3)****(3-0-1) 15 weeks****Robotics**

Study the basics of robot applications, types and programming including robot classifications, applications, manipulators and end effectors, drive systems, payload, repeatability and accuracy, object detection, programming, safety and communications. Work with industrial robots and program them to carry out basic functional tasks.

Prerequisite: GET 125

**AMET 235-3 (BC=3)****(3-0-1) 15 weeks****CIM**

Computer Integrated Manufacturing (CIM) applies computers to manufacturing, covering topics such as manual NC programming-G codes, computer vision; coordinate measuring machines (CMM), industrial robots in CIM cells, materials handling systems, group technology, Programmable Logic Controllers and future trends in CIM.

Prerequisite: GET 125

Corequisite: AMET 250

**AMET 240-3 (BC=3)****(3-0-1) 15 weeks****CNC Manufacturing**

Learn about CNC machining processes and programming. Learn to select the machine tool suitable to the required process, set up correct parameters, understand the critical path of the machining process, and carry out the applications of simulation on industrial CNC machines.

Prerequisite: AMET 140 and AMET 245

**AMET 245-3 (BC=3)****(3-0-1.5) 15 weeks****Manufacturing II**

Gain an understanding of machining technologies and basic fundamentals of metal removal operations, joining, casting, welding, grinding, forming, laser processes, chemical etching, and drilling. Operate and machine actual metal parts on lathe and milling machines.

Prerequisite: AMET 145

Not eligible for Prior Learning and Recognition

**AMET 246-2 (BC=2)****(2-1-1) 15 weeks****Manufacturing III**

Study manufacturing processes of non-metallic products such as polymers. Other topics covered will be product life cycle and product design for cost effective manufacturing and assembly. A portion of this course will include field trips to local industry to explore new technologies and efficient practices.

Prerequisite: AMET 245

**AMET 250-3 (BC=3)****(3-0-0) 15 weeks****Control Systems**

Examine the principles and practices used in the design and application of common industrial process control components and systems as well as the modeling of physical systems, stability, Routh criteria, Root-locus technique and design of control systems.

Prerequisite: GET 115

Corequisite: AMET 235

**AMET 255-1 (BC=1)****(1-0-0) 15 weeks****AMET Capstone Project I**

Research and compile a technical report on a topic which reflects the working knowledge of an AMET graduate. Apply concepts from the first year of the program to document, design and create an object. Prerequisite: Completion of all first year courses or permission of the department. Not eligible for Prior Learning and Recognition

**AMET 256-3 (BC=3)****(3-0-0) 15 weeks****AMET Capstone Project II**

Continue to develop your proposal from Capstone Project 1 by researching and modifying the project incorporating manufacturability obstacles and unanticipated costs. Students are expected to have a tangible product at the end of this course. Presentation of each project is required by the end of the semester.

Prerequisite: AMET 255  
Not eligible for Prior Learning and Recognition

**AMET 260-2 (BC=2)**  
**(2-1-1) 15 weeks**

**Manufacturing Automation**

Install, configure, program, and interface a variety of hardware and software in a manufacturing environment. Use Human Machine Interfaces (HMI) and Supervisory Control and Data Acquisition (SCADA) systems to communicate with Programmable Logic Controllers (PLC) and other devised to monitor and control equipment and processes.

## Automotive Service

**EMP 101-4 (BC=4)**  
**(60 class hours)**

**Employment & Communications I**

Introduction to written and oral communication skills with emphasis on business style correspondence. Course also includes WHMIS, Standard First Aid and CPR Certifications.

**EMP 102-1 (BC=1)**  
**(15 class hours)**

**Employment & Communications II**

Further practice in written and oral communication skills with emphasis on problem solving, interview skills and resume writing.

Prerequisite: EMP 101

**AUTO 101-2 (BC=2)**  
**(20 class hours, 10 lab hours)**

**Tools and Safety**

Knowledge and skills required to identify and safely use basic hand tools, common power tools, measuring tools and fastening devices.

**AUTO 102-5 (BC=5)**  
**(50 class hours, 40 lab hours)**

**Brakes**

Knowledge and skills required to diagnose and repair master and wheel cylinders, disc brakes, drum brakes, brake valves, park brakes and power brakes.

Pre or Co-requisite: AUTO 101

**AUTO 103-3 (BC=3)**  
**(45 class hours, 15 lab hours)**

**Electrical I**

Obtain basic electrical knowledge and develop skills required to diagnose and repair automotive electrical systems.

Pre or Co-requisite: AUTO 101

**AUTO 104-1 (BC=1)**  
**(6 class hours, 12 lab hours)**

**Welding**

Safe use of oxyacetylene and MIG equipment. Acquire basic knowledge and skills for safe use of gas heating and cutting and MIG equipment.

Pre or Co-requisite: AUTO 101

**AUTO 105-1 (BC=1)**  
**(20 class hours)**

**Powertrains and Drivelines**

Knowledge and skills required to diagnose and repair clutches, driveshafts, universal joints and constant velocity joints.

Pre or Co-requisite: AUTO 101

**AUTO 106-1 (BC=1)**  
**(15 class hours, 10 lab hours)**

**Basic Transmissions**

An overview of manual transmission operation and diagnosis, along with automatic transmission service.

Pre or Co-requisite: AUTO 101

**AUTO 107-4 (BC=4)**  
**(45 class hours, 25 lab hours)**

**Steering and Suspension**

Acquire knowledge and develop skills to service and repair steering linkages, suspension systems, wheels, hubs and tires, hydraulic and electric assist steering gears.

Prerequisites: AUTO 101

**AUTO 108-5 (BC=5)**  
**(45 class hours, 45 lab hours)**

**Wheel Alignment**

Complements the steering and suspension course. Learn steering angles, alignment procedures, diagnosis and steering column construction. Use state of the art wheel alignment equipment.

Pre or Co-requisite: AUTO 101

**AUTO 109-5 (BC=5)**  
**(45 class hours, 35 lab hours)**

**Engine Fundamentals**

An overview of basic engine construction and systems, including diagnosis and repair of common failures.

Prerequisite: AUTO 101

**AUTO 110-2 (BC=2)**  
**(30 class hours, 15 lab hours)**

**Electrical II**

To obtain further knowledge of electrical circuit diagnostics and an overview of automotive computer systems.

Prerequisite: AUTO 103

**AUTO 180-1 (BC=1)**  
**(40 practicum hours)**

**Practicum I**

Provides the student an opportunity to work in a shop setting and job shadow a journeyman technician.

Pre or Co-requisite: AUTO 101

**AUTO 181-2 (BC=2)**  
**(85 practicum hours)**

**Practicum II**

The student will be job shadowing and applying skills he or she has learned in the Automotive Service Program in a shop setting.

Prerequisite: AUTO 180

## Biochemistry

**BIOC 301-3 (BC=3)**  
**(3-0-0) 15 weeks**

**Introductory Biochemistry**

An introduction to the fundamental principles of biochemistry. Protein structure and function; lipids and the structure of biological membranes; nucleotides and the structure of nucleic acids; bioenergetics and the metabolism of carbohydrates, lipids, and nitrogen; the integration and regulation of cellular metabolism.

Prerequisites: CHEM 211 and 251 or CHEM 351

Restrictions: Students may only transfer BIOC 301 or BIOC 393 for credit.

**BIOC 393-3 (BC=4)**  
**(3-0-3) 15 weeks**

**Introduction to Biochemical Molecules**

This is essentially the same course as BIOC 301 but has a laboratory.

Prerequisites: CHEM 211 and 251 or CHEM 351

Restrictions: Students may only transfer BIOC 301 or BIOC 393 for credit.

**BIOC 430-3 (BC=3)**  
**(3-0-0) 15 weeks**

**Nucleic Acids and Molecular Biology**

This course is intended to provide students with a comprehensive introduction to the biochemistry of nucleic acids. It covers: the structure and properties of nucleotides and nucleic acids; DNA based information technologies; genes and chromosome structure; molecular mechanisms in DNA replication, repair, and recombination; RNA metabolism; protein synthesis and

targeting; the regulation of gene expression. Prerequisites: BIOC 301, CHEM 212 and 352. Students transferring to the University of Alberta with less than a B- in the prerequisite courses will not receive transfer credit for this course.

## Biology

(See also Microbiology, Bacteriology, Botany, Genetics, Physiology, and Zoology.)

Note: Not all courses listed may be offered. Check Course Timetable for availability.

### **BIOL 075-4 (BC=4)**

**(4-1) 15 weeks**

#### **Introductory Biology**

See "Career and Academic Preparation Courses," page 201.

### **BIOL 095-6 (BC=6)**

**(5-2) 15 weeks**

#### **Preparatory Biology**

See "Career and Academic Preparation Courses," page 201.

### **BIOL 201-3 (BC=4)**

**(3-0-3) 15 weeks**

#### **Concepts in Biology**

Brief introduction to the philosophy of biology. Unity and diversity. How structure and function complement each other. Homeostasis. Genetics and evolution. Ecology. Biological basis of behaviour. Relationship between biology and society. Prerequisite: Biology 30

### **BIOL 209-3 (BC=3)**

**(3-0-0) 15 weeks**

#### **Towards a Sustainable Society**

The emergence of a sustainable worldview involves the emerging of ideas from science, religions, and economics. These ideas are coupled with a movement towards integrating mind, body and spirit for social change. An experiential approach will be employed to explore our understanding and responses to critical world events and trends that impact our survival and well being. Prerequisite: Biology 30 or Science 30 or Social 30 or equivalent

### **BIOL 217-3 (BC=4)**

**(3-3) 15 weeks**

#### **Introduction to Cell Biology**

An introduction to cellular and molecular biology. Topics include: biological macromolecules; membrane structure and function; cellular structure; bioenergetics and energy flow; respiration and photosynthesis; cell division and the cell cycle; DNA structure and replication; transcription and translation; recombinant DNA and genetic regulation.

Prerequisite: Biology 30 & Chem 30

Note: BIOL 217 and 218 can be taken in either order.

### **BIOL 218-3 (BC=4)**

**(3-3) 15 weeks**

#### **Organisms in their Environment**

An introduction to how the diverse organisms on this planet have been affected by their environment and how the current environment is the product of the activities of organisms. The course also examines how evolution has operated over long time periods to produce major groups of organisms and how evolutionary origins are reflected in their classification. The principles that underlie our understanding of the major lineages will be discussed using examples from bacteria, fungi, protists, animals, and plants. A description of the involvement of organisms in major ecosystem processes leads to an evaluation of the stability of those systems and of human impact on the processes.

Prerequisite: Biology 30

Note: BIOL 217 and 218 can be taken in either order.

### **BIOL 301-3 (BC=3)**

**(3-0-0) 15 weeks**

#### **Eukaryotic Cellular Biology**

A structural and functional dissection of a eukaryotic cell. Detection of specific molecules at the ultrastructural level: plasma membrane structure and function: cytoskeleton involvement in intracellular transport, mitosis, and cytokinesis; the endomembrane system, protein targeting, exocytosis and endocytosis; nuclear structure and function: cell cycle control and cancer.

Prerequisites: BIOL 217

Prerequisite or Co-requisite: CHEM 251 or 351.

### **BIOL 317-3 (BC=4)**

**(3-3) 15 weeks**

#### **Molecular Genetics and Heredity**

The chromosomal and molecular basis for the transmission and function of genes. The construction of genetic and physical maps of genes and genomes. Strategies for the isolation of specific genes. Examples of regulatory mechanisms for the expression of the genetic material in prokaryotes and eukaryotes.

Note: Credit will not be given for BIOL 317 and 297

Prerequisite: BIOL 217

### **BIOL 318-3 (BC=4)**

**(3-3) 15 weeks**

#### **Principles of Ecology**

Ecology is the scientific study of interactions between organisms and their environment in a hierarchy of levels of organization: individuals, populations, communities, and ecosystems. The course is designed to provide a comprehensive survey of general concepts that can stand alone or serve as preparation for advanced courses in ecology.

Laboratory exercises focus on the scientific method, experimental design, critical thinking and scientific writing.

Prerequisite: BIOL 218

### **BIOL 399-1.5 (BC=2)**

**(0-1.5) 15 weeks**

#### **Biology Research Opportunity Program**

Development of skills in biological research methods through engagement in discussions of scientific research, supervised participation in a faculty research project and experience of the research environment in the department.

Prerequisites: BIOL 217 or BIOL 218 and approval of the Department.

## Botany

### **BOTA 310-3 (BC=4)**

**(3-3) 15 weeks**

#### **The Plant Kingdom - Vascular Plants**

A comparative survey of vascular plants focusing on their morphology, classification and phylogeny. Emphasis is placed on living plant groups with some paleobotanical evidence presented.

Prerequisite: BIOL 218

## Business

Note: Not all courses listed may be offered. Check Course Timetable for availability.

### **ACCT 305-3 (BC=3)** **(3-0) 15 weeks**

#### **Personal and Corporate Income Tax**

Gain a conceptual understanding of the Canadian income tax act affecting corporations, proprietors, and salaried employees. Topics include the computation of income tax, taxable income, taxes payable, corporate distributions, taxation of capital gains, problem solving, and the preparation of corporate and personal income tax returns.

Pre-requisite: Business Administration Diploma, Financial Services Diploma, or Consent of the Department.

### **BADM 107-2\* (BC=2)** **(3-1) 15 weeks**

#### **Computer Skills for Business**

BADM 107 is designed to provide students with requisite computing skills to succeed in BADM 207 Advanced Microcomputers. The course consists of three modules; CMPT 071- Introduction to Computers, CMPT 083- Word Processing I, and CMPT 086- Spreadsheet Skills I.

\*Non-traditional delivery in course

### **BADM 110-3 (BC=3)** **(3-0) 15 weeks**

#### **Introduction to Management**

A competency based course for managing organizations and people. Competency modules include: planning, organizing, controlling, delegating, meetings, ethics, time and stress management, critical thinking, conflict, negotiating, job re-design, and creative thinking. Case studies and team exercises are used to develop interpersonal and decision-making skills.

### **BADM 111-3 (BC=4)** **(3-1) 15 weeks**

#### **Introduction to Statistics**

The use of statistics and probability in business decision making. Methods of collecting, organizing, interpreting, and presenting data. Measures of central tendency and dispersion. Discrete and continuous probability distributions. Standard normal distribution. Sampling and statistical estimation. Testing hypothesis. Credit will not be granted for both BADM 111 and BUS 306.

### **BADM 132-3 (BC=3)** **(3-0) 15 weeks**

#### **Introduction to Marketing**

The activities involved in the flow of goods and services from the manufacturer to the consumer. A consumer approach to marketing is stressed. Decisions on product, place, promotion, and pricing. Other related marketing topics and how they are used to develop policies and strategies.

### **BADM 204-3 (BC=3)** **(3-0) 15 weeks**

#### **Interpersonal Skills**

Theory and skills of interpersonal relations. Topics include: understanding and improving interpersonal relationships, perception, customer service, negotiation skills, conflict resolution, giving and receiving feedback, presentation skills, coaching and counselling, interviewing skills.

### **BADM 207-4 (BC=5)** **(4-1) 15 weeks**

#### **Management Information Systems and Technology**

The role of information systems, business processes and information technology in managing organizations and solving business problems. The effective use of system and productivity software such as spreadsheets, database applications and presentation tools.

Note: Students who are deficient in the fundamental skills of file management, e-mail or word processing are encouraged to take the computing modules CMPT 071 and/or CMPT 083 or enroll in full courses that include these modules: CMPT 085 or CMPT 261.

Note: Not eligible for challenge.

### **BADM 232-3 (BC=3)** **(3-0) 15 weeks**

#### **Business Technology**

Students will research, use and evaluate a variety of current technologies related to business. Through simulations and projects, the students will gain experience in the setup, operation and issues of modern business technology.

Prerequisite: BADM 207

### **BADM 233-3 (BC=3)** **(3-0) 15 weeks**

#### **Web Development**

This course introduces the students to coding for the web. Students will learn advanced programming in HTML as well as introductory concepts in CGI scripting and XML.

Prerequisite: BADM 207

### **BADM 234-3 (BC=3)** **(3-0) 15 weeks**

#### **Web Design**

Students will learn advanced web design using web authoring tools. Students will be furthering their knowledge of design and web layout by utilizing a variety of multimedia development tools.

Prerequisite: BADM 207

### **BADM 235-3 (BC=4)** **(3-1) 15 weeks**

#### **Applied Database Development**

Expands on the construction of simple database models to those involving more complex designs that deal with the interactions of multiple entities. Focuses on using tools that facilitate the development of user-specific applications on a stable database infrastructure. Complex forms and reports and the usage of scripts using SQL or similar languages will be explored.

Prerequisite: BADM 207

### **BADM 238-3 (BC=4)** **(3-1) 15 weeks**

#### **Electronic Commerce**

The focus will be on the business strategies and procedures necessary to use the Internet to deliver goods and services

Prerequisite: CSYS 100 or BADM 207, or consent of department

### **BADM 240-3 (BC=3)** **(3-0) 15 weeks**

#### **Personal Selling**

The role of selling in the business world. The nature and rewards of selling. Details of the salesperson's job and qualifications. Knowledge and skills needed for successful selling. The sales process. The salesperson's personal, customer, and social responsibilities.

Prerequisite: BADM 132

### **BADM 241-3 (BC=3)** **(3-0) 15 weeks**

#### **Advertising**

Advertising and its role in the Marketing Mix. Advertising and society. The Promotional Mix. Functions of advertising agencies. Creative strategy. Media strategy. Advertising and the law.

Prerequisite: BADM 132



**BADM 242-3 (BC=3)****(3-0) 15 weeks****Marketing Research**

Methods of defining problems, collecting data, analysing data, and presenting results for marketing problems. Research methods used in all functions of business. Specific areas of market research, including the use of focus groups. Emphasis is on the marketing function of research.

Prerequisite: BADM 132

**BADM 243-3 (BC=3)****(3-0) 15 weeks****Marketing Surveys**

Marketing survey theory and skills. Research project, including designing and administering a questionnaire and tabulating and evaluating the project. Group and individual work.

Prerequisite: BADM 242

**BADM 247-3 (BC=3)****(3-0) 15 weeks****Retail Management**

An introduction to retail management. Topics such as location analysis, pricing, advertising and promotions, store layout and design, competition evaluation, and staff management will be discussed.

Prerequisite: BADM 132

**BADM 249-3 (BC=3)****(3-0) 15 weeks****Events Management**

Theory and practice of planning, implementing, coordinating, marketing and evaluating various types of events including award ceremonies, convention planning, trade shows, fundraisers, festivals, seminars, and concerts.

Prerequisite: BADM 132 or consent of department.

**BADM 251-3 (BC=3)****(3-0) 15 weeks****Entrepreneurship**

This course develops the tools necessary for both future entrepreneurs and those already active in the business community to compete effectively in the world of commerce. Prospective entrepreneurs will learn how to investigate and evaluate business opportunities, and to acquire the skills and knowledge needed to establish new business ventures, as well as, how to meet the organization's social responsibility to its community.

Note: Designed for BADM students.

Note: Not open to students in the first year without consent of the department.

**BADM 253-3 (BC=3)****(3-0) 15 weeks****Project Management**

Designed to explore the basic elements of project management. This includes planning, scheduling, maintaining progress of the activities that comprise a project. By applying knowledge gained to actual projects, students are able to understand project life cycles, scheduling, planning, control and implementation.

**BADM 260-3 (BC=3)****(3-0) 15 weeks****Introduction to Finance**

The role of finance in today's business firms. Cash budgets, financial forecasting and analysis, and sources and uses of funds. Effective management of current assets, working capital, and fixed assets. Capital budgeting and methods of evaluating capital projects, with emphasis on discounted cash flow techniques. Class discussion of relevant case problems.

Prerequisite: ACCT 102/103 or 202.

Note: Designed for second year Business Administration students.

**BADM 261-3 (BC=3)****(3-0) 15 weeks****Financial Management**

The firm's optimal capital structure. Short-term, intermediate, and long-term sources of capital funds. Leasing, dividend policy, ledgers, and acquisitions. Class discussion of relevant case problems.

Prerequisite: BADM 260.

**BADM 262-3 (BC=3)****(3-0) 15 weeks****Investments**

Practical and theoretical aspects of investing in marketable securities are explored. Stocks, bonds, and other marketable securities, such as exchange traded funds and mutual funds, will be discussed. In particular the risks and returns from investing will be reviewed within the context of various types of securities markets. Various theories in behavioral finance are also discussed.

Prerequisite: ACCT 103 or 202

**BADM 270-3 (BC=3)****(3-0) 15 weeks****Business Policy and Strategy**

Integration of learning from other courses in the Business Administration and Financial Services programs and development of strategic thinking. In addition to studying the theory and application of business strategy, students will also run their own companies in a competitive business simulation, analyse the performance of companies and the environment and make presentations to management boards.

Prerequisite: Completion of all first year Business Administration and/or Financial Services diploma courses.

Prerequisite or Co-requisite: BADM 260 or BUS 310

Note: Not eligible for challenge or Advanced Standing

**BADM 280-3 (BC=3)****(3-0) 15 weeks****Industrial Relations**

Labour relations and collective bargaining. Labour legislation, negotiating and administering collective agreements, and settling disputes. Concepts, theories, legislation, history, practices, and current trends and issues in the Canadian industrial relations system.

Prerequisite: BADM 281

**BADM 281-3 (BC=3)****(3-0) 15 weeks****Human Resource Management**

An introduction to human resource issues for the employee, supervisor, manager, and human resources staff. Planning, recruitment, selection, compensation, performance appraisal, and labour relations issues will be discussed.

Note: Designed for BADM students.

Note: Not open to students in the first year without consent of the department.

**BADM 285-3 (BC=3)****(3-0) 15 weeks****Introduction to Tax Planning**

Topics covered include corporations, proprietorships, partnerships, taxation of various types of income, and property. The use of tax deferral and tax free structures is reviewed. Self-employment expenses are also covered.

Prerequisite: Completion of first year courses in Business Administration Diploma or Financial Services Diploma or consent of the department.



**BADM 290-3 (BC=3)**  
**(3-0) 15 weeks**  
**Work Practicum**  
 This course provides the student with an opportunity to work in a business setting and apply the skills he/she has learned in the Business Administration Program. Students are required to work at least 90 hours (normally unpaid) during the term. The instructor will assist in finding a suitable work placement.  
 Prerequisite: Completion of the 1st year of the Business Administration Program with a minimum GPA of 2.0.

**BADM 320-3 (BC=3)**  
**(3-0) 15 weeks**  
**Selected Topics in Management**  
 Specialized areas of managerial or entrepreneurial concerns, or both. Functional areas of business, including management, marketing, finance, accounting, and human resources. Course offering and specific topics depend on if an instructor is available.

**BADM 321-3 (BC=3)**  
**(3-0) 15 weeks**  
**Selected Topics in Management**  
 Specialized areas of managerial or entrepreneurial concerns, or both. Functional areas of business, including management, marketing, finance, accounting, and human resources. Course offering and specific topics depend on if an instructor is available.

**BADM 327-1\* (BC=1)**  
**(2-1) 5 weeks**  
**Quantitative Methods Module For Accountants**  
 Selected Management Science and statistical topics for Accountants. Topics include linear programming, statistical decision theory, time series and index numbers.  
 Prerequisite: BUS 306 or BADM 111 or consent of the department.  
 \*The successful completion of both BADM 327 and BUS 307 will enable students to obtain transfer credit for CGA's Quantitative Methods I.

**BUS 201-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to Business**  
 This course covers the foundations for future courses in the B.Comm. program including accounting, organization behaviour, finance, information systems and marketing. Cases, group projects and a computerized business game may be used.

**BUS 303-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to Organizational Behaviour**  
 An introduction to the factors that influence human behavior in organizations. Topics include perception, personality, values, group behavior, leadership, politics and power. Students will be encouraged to use this information to better understand themselves and how they make choices in organizations.  
Note: Not eligible for challenge.

**BUS 305-3 (BC=3)**  
**(3-0) 15 weeks**  
**Organization Theory and Analysis**  
 Organizational structure and processes. Theoretical models used to analyse and manage organizations. The context of organization theory. Problems and use of classical and modern theory. Organization dynamics.  
 Prerequisite: BUS 303.

**BUS 306-3 (BC=4)**  
**(3-1) 15 weeks**  
**Introduction to Business Statistics I**  
 The use of statistics and probability in business decision making. Methods of collecting, organizing, interpreting, and presenting data. Measures of central tendency and dispersion. Discrete and continuous probability distributions. Standard normal distribution. Sampling and statistical estimation. Testing hypotheses. Credit will not be granted for both BADM 111 and BUS 306.

**BUS 307-3 (BC=4)**  
**(3-1) 15 weeks**  
**Introduction to Business Statistics II**  
 Statistical techniques used in business decision making, analysis of variances, chi-square distribution, non-parametric tests of hypothesis and multiple regression and correlation analysis.  
 Prerequisite: BUS 306 or BADM 111.

**BUS 310-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to Finance**  
 Types of securities and basic methods of valuation. Valuation and selection of physical and intellectual assets. Operation of asset markets and market efficiency. Risk measures and risk reduction methods. Financing policy, including choices between debt and equity financing.  
 Prerequisite: BUS 306  
 Co-requisite: ACCT 202  
Note: It is strongly recommended that student complete ACCT 202 before registering in BUS 310.

**BUS 311-3 (BC=3)**  
**(3-0) 15 weeks**  
**Legal Foundations of the Canadian Economy**  
 Both the private and public sectors of our economy rest on a structure of legal and social institutions. This course looks at the Canadian legal system with emphasis on the social policy behind the rules, rather than on the rules of law themselves. Includes the nature, sources, philosophy, and policy objectives of the law. Selected topics from the field of tort and contract law.

**GNED 1102-3 (BC=3)**  
**(3-0) 15 weeks**  
**Controversies in Science**  
 Introduction to scientific and mathematical knowledge and their role in society. The scientific method, the role of mathematics and statistics as reasoning tools in the analysis of scientific controversies. Researching, evaluating, and writing about science.

**GNED 1203-3 (BC=3)**  
**(3-0) 15 weeks**  
**Cultural Perspectives on Science**  
 This course introduces science as a cultural activity with the goal of developing critical thinking and writing skills. Students will learn to be conversant with some of the issues and debates concerning how science, technology, or medicine have shaped and continue to shape beliefs, values, and identities in our world.

**GNED 1301-3 (BC=3)**  
**(3-0) 15 weeks**  
**Globalization**  
 Gain an understanding of international issues by examining the global spread of ideas, objects, and people. Overview of key political, social, and economic concepts will

offer the opportunity to debate complex ethical questions and consider Canada's place in the world. Discussion of the pros and cons of globalization.

**MGMT 410-3 (BC=3)**  
**(3-0) 15 weeks**

**Global Business Environment**

Introduction to the field of international business emphasizing: national economic, political and cultural differences; globalization; international institutions' roles in facilitating international trade and trade agreements; international monetary system; and current trends in international business. Canada's place within the global economy and the challenges Canadian business encounter conducting international business.

Prerequisite: RDC Diploma in Business Administration or Financial Services or consent of the department.

**MGMT 420-3 (BC=3)**  
**(3-0) 15 weeks**

**Operations Management**

Identify decision processes and management activities of business operations through forecasting, product and service design, capacity planning, waiting line models, facility location and layout, process selection, design of work systems, linear optimization, quality inspection control, life cycle management, inventory management, aggregate planning, material requirements planning, project operations management and scheduling.

Prerequisite: RDC Diploma in Business Administration or Financial Services and completion of BUS 307 or consent of the department.

**MGMT 430-3 (BC=3)**  
**(3-0) 15 weeks**

**Business Plan Development**

Develop a business plan, through examination of the entrepreneurial process from conception through implementation, with a focus on a new venture launch or an expansion of an existing owner-managed business. The business plan will be prepared synthesizing previous learning in marketing, law, finance, accounting and operations.

Prerequisite: RDC Diploma in Business Administration or Financial Services or consent of the department.

**MGMT 450-3 (BC=3)**  
**(3-0) 15 weeks**

**Leadership**

Integrate and apply theory to personal practice necessary for leading within various private or public organizations. The nature of, and perspectives on, effective leadership behaviour, participative leadership and followership, power and influence, leading change in organizations, and strategic leadership by executives.

**MGMT 460-3 (BC=3)**  
**(3-0) 15 weeks**

**Change Management**

Analyze and integrate theories on how executives effectively identify, guide, and implement strategic changes within an organization. Perspectives on leading employees through transitions and effectively aligning change to an organization's strategic intent.

Prerequisite: RDC Diploma in Business Administration or Financial Services or consent of the Business Administration department.

**MGMT 470-3 (BC=3)**  
**(3-0) 15 weeks**

**Corporate Social Responsibility**

The interrelationship of ethical decision-making, corporate social responsibility, corporate integrity, organizational culture, corporate strategy, and organizational management/leadership will be covered. Topics may include: sustainability, corporate governance, ethics in marketing, fair-trade, globalization, and other emerging ideas about the continuing evolution of corporate social responsibility.

Prerequisite: RDC Diploma in Business Administration or Financial Services or consent of the Business Administration department.

**MGMT 490-3 (BC=3)**  
**(3-0) 15 weeks**

**Strategic Management**

Develop conceptual and applied strategic management skills, using a holistic approach. Topics include: analyzing key environmental forces and competitive situation, addressing organizational direction, formulating and implementing strategy, and using an organization's ability to leverage its unique core competencies.

Prerequisite: RDC Diploma in Business Administration or Financial Services or consent of the Business Administration department. This course is normally taken in the final semester of the BBA program.

## Carpentry and Construction

**EMP 101-4 (BC=4)**  
**(60 class hours)**

**Employment & Communications I**

Introduction to written and oral communication skills with emphasis on business style correspondence. Course also includes WHMIS, Standard First Aid and CPR Certifications.

**EMP 102-1 (BC=1)**  
**(15 class hours)**

**Employment & Communications II**

Further practice in written and oral communication skills with emphasis on problem solving, interview skills and resume writing.

Prerequisite: EMP 101

**CARP 100-5 (BC=5)**  
**(60 class hours, 45 lab hours)**

**Carpentry Trade Introduction**

Knowledge of the Carpentry trade, materials for construction, hand tools, machines and power tools for further application.

**CARP 103-3 (BC=3)**  
**(30 class hours, 45 lab hours)**

**Blueprints I**

Introduction to drawings and drawing instruments. Knowledge and skills to produce orthographic drawings, isometric drawings and free hand sketches. Also includes introduction to blueprint interpretation.

**CARP 104-3 (BC=3)**  
**(30 class hours, 45 lab hours)**

**Blueprints II**

Knowledge and skills to read and interpret residential blueprints, light commercial blueprints and be able to produce shop drawings and sketches from blueprints.

Prerequisite: CARP 103

**CARP 105-3 (BC=3)**  
**(45 class hours)**

**Trade Mathematics I**

Knowledge and skills using basic math concepts complemented with problem solving related to the Carpentry trade.

**CARP 106-3 (BC=3)**  
**(45 class hours)**

**Trade Mathematics II**

The ability to interpret blueprints and basic math come together at this point to be able

to calculate perimeter, area and volume measurements of materials for a specific project.

Prerequisite: CARP 105

**CARP 107-2 (BC=2)**

**(15 class hours, 45 lab hours)**

**Carpentry Projects**

This course offers the opportunity to apply the theory from the classroom to a variety of projects. Designed to improve hand skills in a safe environment.

**CARP 108-2 (BC=2)**

**(15 class hours, 45 lab hours)**

**Carpentry Projects II**

Once successful in CARP 107 students will use the skills learned to complete more complex projects focusing on quality, safety and organization. Projects will include hands on experience with layout and assembly of concrete forming, floor, wall and roof framing.

Prerequisites: CARP 100, 103, 105 & 107

**CARP 110-4 (BC=4)**

**(45 class hours, 45 lab hours)**

**Building Procedures**

Knowledge and skills required for the construction aspects of residential and light commercial building projects. This includes building layout, excavation, concrete forming and the framed structure.

**CARP 120-3 (BC=3)**

**(45 class hours)**

**Construction Safety I**

Introduction to construction safety and also including WHMIS, Standard First Aid, CPR Certification and Explosive Actuated Tools.

**CARP 121-2 (BC=2)**

**(30 class hours)**

**Construction Safety II**

Knowledge and skills required for safe operation of explosive activated tools, hand tools and powered tools. Includes knowledge and understanding of safe rigging procedures and construction safety training.

Prerequisite: CARP 120

**CARP 180-1 (BC=1)**

**(40 practicum hours)**

**Carpentry Practicum I**

Applied knowledge provides the opportunity for continued learning in the Carpentry trade.

**CARP 181-2 (BC=2)**

**(80 practicum hours)**

**Carpentry Practicum II**

Applied knowledge provides the opportunity for advancement in the Carpentry trade.

Prerequisite: CARP 180

## Chemistry

Note: You must have a lab coat and safety glasses to take part in chemistry labs. You can buy these items at the College Bookstore. Please note that contact lenses are not permitted in the labs.

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**CHEM 075-4 (BC=4)**

**(4-1) 15 weeks**

**Introductory Chemistry**

See "Career and Academic Preparation Courses," page 202

**CHEM 095-6 (BC=6)**

**(4-1S-2) 15 weeks**

**Preparatory Chemistry**

See "Career and Academic Preparation Courses," page 202

**CHEM 203-3 (BC=4)**

**(3-1S-3/2) 15 weeks**

**Introductory University Chemistry I**

Stoichiometry, ideal gases, atomic structure and bonding, thermochemistry, chemical equilibrium, acids and bases, buffers, titrations.

Prerequisite: Chem 30 or equivalent, Math 30-1

Co-requisite: MATH 202 (203 or 212).

Note: For Engineering students.

**CHEM 205-3 (BC=4)**

**(3-1S-3/2) 15 weeks**

**Introductory University Chemistry II**

Titration curves, solubility and complex ion equilibria, entropy and Gibbs energy, chemical kinetics, electrochemistry, bonding and structure.

Prerequisite: CHEM 203

Co-requisite: MATH 204 or 213.

**CHEM 211-3 (BC=4)**

**(3-1S-3) 15 weeks**

**Introductory University Chemistry I**

Stoichiometry, ideal gases, atomic structure and bonding, thermochemistry, chemical equilibrium, acids and bases, buffers, titrations.

Prerequisite: Chem 30, Math 30-1

**CHEM 212-3 (BC=4)**

**(3-1S-3) 15 weeks**

**Introductory University Chemistry II**

Titration curves, solubility and complex ion equilibria, entropy and Gibbs energy, chemical kinetics, electrochemistry, bonding and structure.

Prerequisite: CHEM 211

**CHEM 241-3 (BC=4)**

**(3-0-3) 15 weeks**

**Introductory Bio-Organic Chemistry**

Structures, bonding, functional groups, reactivity, properties, synthesis, biological chemistry, natural occurrence, and uses of hydrocarbons, alcohols, phenols, sulfur and halogen compounds, carbonyl compounds, amines, and carbohydrates.

Prerequisite: Chemistry 30 (minimum 75% strongly recommended).

Note: You can only get credit for one of CHEM 241, 251, and 351

**CHEM 251-3 (BC=4)**

**(3-1S-3) 15 weeks**

**Introductory Organic Chemistry I**

An introduction to the chemistry of carbon compounds. Nomenclature, physical properties, stereochemistry and reactions of hydrocarbons, alcohols, thiols, alkyl halides, ethers and epoxides. Use of organic molecules in industry and biology.

Prerequisite: Chem 30

Note: Students normally take CHEM 251 after receiving credit in CHEM 211, although CHEM 211 is not a prerequisite. CHEM 352 is a continuation of CHEM 251. You can only get credit for one of CHEM 241 and 251.

Note: This course is restricted to pre-pharmacy students or departmental approval. You will only receive credit for one of CHEM 241, CHEM 251 and CHEM 351.

**CHEM 291-3 (BC=3)**

**(3-0) 15 weeks**

**Applying Chemistry to Society and the Environment: A Gentle Introduction for Non-Science Majors**

Topics will include the chemistry of global warming, depletion of the ozone layer, air and water pollution, alternative fuels, nuclear fission and fusion, nutritional chemistry, illegal drugs and pharmaceuticals, polymers and plastics, superconductors and semiconductors, metal refinement and corrosion, etc..

Prerequisite: Science 30 or equivalent

Note: B.Sc. students cannot take this course for credit.

**CHEM 311-3 (BC=4)****(3-0-4) 15 weeks****Quantitative Analysis I**

Principles, methods, and experimental applications. Solution I equilibria, titrimetry, volumetric laboratory skills and evaluating experimental data are emphasized. Examples of organic and inorganic analysis.

Prerequisite: CHEM 212

**CHEM 313-3 (BC=4)****(3-0-4) 15 weeks****Quantitative Analysis II**

CHEM 311 continued. Principles, methods and experimental applications of separation techniques, atomic and molecular spectrometry, electrochemistry, and evaluation of experimental data. Examples of organic and inorganic analysis. Use of analytical literature.

Prerequisite: CHEM 311

**CHEM 351-3 (BC=4)****(3-1S-3) 15 weeks****Organic Chemistry I**

An introduction to the chemistry of carbon compounds. The molecular structure, nomenclature, reactions, reaction mechanisms and stereochemistry of hydrocarbons, and some functional groups including haloalkanes, alcohols, thiols, ethers and epoxides. Important organic compounds related to industry, agriculture and everyday use are introduced.

Prerequisites: CHEM 203 or CHEM 211

Note: You can only get credit for one of CHEM 241, CHEM 251 and CHEM 351.

**CHEM 352-3 (BC=4)****(3-1S-3) 15 weeks****Organic Chemistry II**

This course is a continuation of CHEM 251 or CHEM 351. Nomenclature, physical properties, stereochemistry, synthesis, and reaction of aldehydes, ketones, carboxylic acids and derivatives, carbohydrates, amino acids, proteins and amines. Chemistry of biomolecules. Use of spectroscopic tools. Industrial, environmental and biological implications.

Prerequisite: CHEM 251 or CHEM 351

**CHEM 370-6 (BC=8)****(3-3) 30 weeks****Elementary Physical Chemistry**

Gas laws. The laws of thermodynamics. Calorimetry. Phase equilibria, chemical equilibria, and solution theory. Electrochemistry. Kinetic molecular theory. Chemical kinetics. Catalysis. Prerequisites: CHEM 212 or equivalent, MATH 204 or equivalent.

## Classics

**CLAS 209-3 (BC=3)****(3-0) 15 weeks****Early World History I**

For description, see under **HISTORY** courses

**CLAS 320-3 (BC=3)****(3-0) 15 weeks****Roman History**

For description, see under **HISTORY** courses

## Career and Academic Preparation Courses

See page 200.

## Communications

Some Communications Studies courses are available through alternate delivery. Correspondence versions of COMM 150 and COMM 254 are available for students in distance delivery programs. On-line versions of COMM 140, COMM 250, COMM 252 and COMM 254 are available for students who have Internet access and who need an alternative to on-campus classes.

Note: Alternate delivery is not available for all courses every year. To enroll in an alternate delivery section, please check the Timetable and select a course designated as "correspondence" or "on-line".

**Placement Criteria**

Students should refer to their program requirements before selecting a Communications course. Students are advised that they will be required to take the College placement test before registering in COMM 250, 252, 254 or 256. Students who obtain 60% or greater in ELA 30-1 will be exempted from this test. Students who do not achieve a satisfactory mark on this test will be required to complete COMM 150 before entering COMM 250, 252, 254 or 256. As taking COMM 150 may affect timetables established by individual programs, students are strongly advised to take the placement test early in case the preparatory course (COMM 150) is required. Phone the Assessment and Test Centre at 342-3292 to arrange to take the placement test.

**Course Equivalencies**

For program completion requirements at RDC, COMM 250, 252, 254, and 256 are equivalent to each other. These courses, though equivalent at RDC, may not transfer to other institutions in the same way. Please see an academic advisor for more information on specific transferability of all COMM courses.

**COMM 140-3 (BC=3)****(3-0) 15 weeks****Fundamentals of Workplace Communications**

Introduction to written and oral communications with an emphasis on grammar, basic sentence structure, short business correspondence, and an introduction to effective oral communication, with the public, in the workplace.

COMM 140 is not accepted as a prerequisite for COMM 200 level courses.

**COMM 141-1 (BC=1)****(0-2) 10 weeks****Fundamentals of Workplace Communications (Lab)**

Further exercises and practice in effective oral communication, based on concepts introduced in COMM 140. Emphasis on nonverbal communication, interpersonal skills, conflict resolution, and oral presentations.

**COMM 150-3 (BC=3)****(3-0) 15 weeks****Fundamentals of College and Workplace Writing**

Practice in fundamental writing skills with an emphasis on grammar, basic business correspondence, and short reports for business or college.

COMM 150 is accepted as a prerequisite for COMM 200 level courses.

**COMM 191-3 (BC=3)****(3-0) 15 weeks****Oral Communications**

Theory and practice in interpersonal communications for the workplace. Students will consider such issues as perception, listening, non-verbal communications, conflict resolution, self-disclosure, and the nature of groups while developing skills related to interviewing, participating in meetings, working effectively with a team, and informative and persuasive public speaking.

Note: Not eligible for challenge.



**COMM 250-3 (BC=3)**  
**(3-0) 15 weeks**  
**Business and Workplace Writing**  
 Theory and practice in composition to prepare students for academic and professional work in business and office environments. Emphasis will be on mechanics, style, tone and organization of communications including research reports, memos, letters, business proposals and resumes.  
 Prerequisite: Placement criteria must be met (see above).

**COMM 252-3 (BC=3)**  
**(3-0) 15 weeks**  
**Technical and Scientific Writing**  
 Theory and practice in composition to prepare students for academic and professional work in scientific and technological fields. Emphasis will be on mechanics, style, tone and organization of communications including abstracts, reports, research projects, letters and resumes.  
 Prerequisite: Placement criteria must be met (see above).

**COMM 254-3 (BC=3)**  
**(3-0) 15 weeks**  
**Human Services Writing**  
 Theory and practice in composition to prepare students for academic and professional work in human services. Emphasis on the effective use of mechanics, style, tone and organization of communications. Applications include critical reading, objective observation, secondary research, and collaborative writing.  
 Prerequisite: Placement criteria must be met (see above).

**COMM 256-3 (BC=3)**  
**(3-0) 15 weeks**  
**Writing Skills for the Fine Arts**  
 Theory and practice in composition to prepare students for academic and professional work in the cultural arts. Students will analyze and interpret texts as well as produce clear, well-structured, and mechanically sound compositions.  
 Prerequisite: Placement criteria must be met (see above).

**COMM 271-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to Communications Studies**  
 This course provides an overview of the development and key theoretical areas within the field of Communications Studies, with focus on how communication can serve as an agent of social and cultural change.

Major topics to be studied include language, rhetoric, mass media, cultural studies, interpersonal and oral communication, and organizational communication.  
 Prerequisite: ELA 30-1.

**COMM 294-3 (BC=3)**  
**(3-0) 15 weeks**  
**Group Communication**  
 Theory and practice of communication in small groups. Interpersonal communication, group dynamics, meetings, making decisions, solving problems, resolving conflict, leadership, and team building.  
Note: Not eligible for challenge.

**COMM 341-3 (BC=3)**  
**(3-0) 16 weeks**  
**New Media, Technology, and Society**  
 A study of the implications of information technology for political, social and economic organization, individual psychology, and concepts of knowledge. Historical, ethical and legal implications will be discussed.  
Note: This course assumes only very basic familiarity with computers at the "user" level. Familiarization with more advanced applications will be provided as required.  
 Prerequisite: ELA 30-1 or equivalent

**COMM 351-3 (BC=3)**  
**(3-0) 15 weeks**  
**Visual Culture**  
 Students in this course will examine contemporary western visual culture, as it is constituted by visual modes of communication. Through analysis of images in art, print advertising, documentary photography, and a range of television, video, and film genres, students will investigate the relation of cultural practices, ideologies and institutions to the production and reception of visual messages.  
 Prerequisite: ELA 30-1 or equivalent.

**COMM 361-3 (BC=3)**  
**(3-0) 15 weeks**  
**Communicating Through Speech and Writing**  
 This course focuses on helping students communicate more effectively through their writing and speaking. Students will examine classical and contemporary rhetoric to gain an appreciation of the history and theory of the rhetorical tradition. Students will also put theory into practice through construction of essays and speeches.  
 Prerequisite: ELA 30-1  
Note: Students cannot receive credit for both COMM 361 & COMM 369

**COMM 369-3 (BC=3)**  
**(3-0) 15 weeks**  
**Classical Persuasion**  
 Understand how the ideas of Aristotle and other theorists apply to your work and the media by learning effective persuasion, audience and situational analysis, rhetorical theory, and ethics. Discuss current events; apply classic techniques to improve written and oral arguments; and, critically evaluate texts like news articles, videos, and essays.  
 Prerequisite or Co-Requisite: COMM 271  
Note: Students cannot receive credit for both COMM 361 & COMM 369

**COMM 371-3 (BC=3)**  
**(3-0) 15 weeks**  
**Critical Media Studies**  
 Analyze everyday media like advertising, television, film, videogames, and magazines. Use interpretative tools such as psychoanalysis, Marxism, gender and queer theory to learn how media change our lives, what makes a book or TV show a success, what forces affect the images surrounding us, and what makes Canadian media unique.  
 Prerequisite: COMM 271  
Note: Students cannot receive credit for both COMM 351 and COMM 371 at RDC

**COMM 375-3 (BC=1)**  
**(3-0) 15 weeks**  
**Mass Communication in Canada**  
 This course examines the role of mass media in Canadian society. We will examine communications media including television, newspapers, magazines, film, books, and new technologies. The course will focus on areas such as the historical development, policies, financial issues, and audience reception of the various media in Canada. Special attention will be given throughout the course on the role of Canadian mass media in a global context, particularly in relation to the United States.  
 Prerequisite: ELA 30-1

**COMM 381-3 (BC=3)**  
**(3-0) 15 weeks**  
**History of Communication**  
 This course provides an overview of the development of major systems of communication throughout history, in conjunction with the historical and social contexts in which these developments took place and have shifted over time. Focus will be given both to technological advancements and a theoretical understanding of how these advancements have shaped and reflected both society and individuals. A variety of theoretical perspectives on the role of communication in history will be considered.  
 Prerequisite: ELA 30-1



**COMM 383-3 (BC=3)****(3-0) 15 weeks****Introduction to Public Relations**

This course provides an introduction to the theory and practice of Public Relations, with special focus on the Canadian context of public relations. The course will overview the history and development of public relations, the various professional roles and occupations in public relations, and key theories of public relations. Practical applications will include preparation of public relations texts such as press releases, backgrounders, press kits, PR plans and speeches.

Prerequisite: ELA 30-1 or equivalent

## Computing Science

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**CMPT 072-1 (BC=1)****Keyboarding I**

An introduction to touch keyboarding through the use of a computerized package. A minimum of 20 net words per minute (five errors maximum) is required upon completion. Keyboarding is required as a prerequisite skill for all further RDC computer modules.

Exemptions - CTS INF1020 or prior learning recognition.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 073-1 (BC=1)****Intermediate Keyboarding II**

Development of keyboarding skills for those students with a non-clerical career orientation. The emphasis will be on the continued development of speed and accuracy in typing skills.

Prerequisites: CMPT 072 or CTS INF1020

Exemptions: CTS INF2040 or recognized prior learning experience.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 076-1 (BC=1)****Presentation/Publishing Software**

This module provides self-paced and directed instruction for introductory level skills in presentation and desktop publishing software. Skills to develop presentations in MS PowerPoint and brochures, letterhead or business cards in Publisher will be covered.

Prerequisites: CMPT 083/ CTS INF 2050

Exemptions: CTS INF2060 or recognized prior learning experience.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 083-1 (BC=1)****Word Processing I**

This module provides instruction for the efficient use of practical word processing skills required to produce a report containing a title page, a bibliography, headers, and page numbering according to a style guide. Use of editing, formatting, and correcting features are required. Choice of working with MSWord or Corel WordPerfect; however, other word processing applications are acceptable for prior learning recognition.

Prerequisites: CMPT 072 or CTS INF1020.

Exemptions: CTS INF2050 or recognized prior learning experience.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 085-4 (BC=4)****(3-2) 15 weeks****Introduction to Personal Computers**

This is a self-directed course covering an introduction to computers, together with word processing, spreadsheet and keyboarding applications. This course will provide students with a basic level of computer literacy.

\*The course is designed as a self-directed course but a mandatory seminar is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: None

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**CMPT 086-1 (BC=1)****Spreadsheet Skills 1**

This module provides instruction for the efficient use of practical spreadsheet skills required to create a formatted worksheet with mathematical formulas. Use of relative, absolute and mixed cell referencing, of functions, and of graphing tools is required. Excel will be used for this module, however other spreadsheet applications are acceptable for prior learning recognition. Recommended Prerequisite: CMPT 083 or CTS INF2050

Exemptions: CTS INF2080 or recognized prior learning experience.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 090-4 (BC=4)\*****(3-2) 15 weeks****Information Processing Using Microcomputers**

This is a self-directed course covering research skills, together with word processing, spreadsheet and database applications. This course will provide students with an intermediate level of computer literacy.

\*The course is designed as a self-directed course but a mandatory seminary is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: CMPT 085 **OR** CTS INF1020, CTS INF2050 and CTS INF2080 **OR** CMPT 072, CMPT 083 and CMPT 086.

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**CMPT 092-1 (BC=1)****Word Processing Skills II**

This module provides self-paced and directed instruction for intermediate level word processing. Merging documents, enhancing the visual display of text, macros and templates will be covered. MSWord will be used for this module; however, other word processing applications are acceptable for prior learning recognition.

Prerequisites: CMPT 083/CTS INF2050

Exemptions: CTS INF 3060 or recognized prior learning experience.

Note: All relevant CTS modules must have been completed within the past two years.

Note: A minimum grade of 70% in all CTS modules is required.

**CMPT 096-3 (BC=3)****(2-2) 15 weeks****Introduction to Programming**

Introduction to the essential elements of programming including control structures and introductory data structures using the "C++" language.

Note: Any student considering entering Computer Systems Technology should enrol in this course and CMPT 090 if necessary prerequisites are missing.

High School Equivalent: Elementary Programming.

Prerequisite: CMPT 085, consent of Department or demonstrated competence in keyboarding, word processing, spreadsheets, and file management through assessment testing.

**CMPT 110-2\* (BC=2)**

**(1-3) 15 weeks**

**Introductory Computing**

Computing theory and application software. CPU and system architecture. Input/output devices. Secondary storage media. Communications. Operating systems. AD converters. Binary theory. Other topics. Lab work focuses on computing solutions to industry-related problems. Statistical analysis of experimental data using DOS. Word processing, spreadsheet and database techniques, and spreadsheet design. Macro programming, data parsing, mathematical functions, and graphing solutions. Strong working knowledge of DOS. Statistical topics of linear regression and correlation using the computer.

Prerequisite: Math 30 (Pure) or Math 30 (Applied)

\*Non-traditional course delivery

**CMPT 170-3\* (BC=3)**

**(3-1.5) 15 weeks**

**Microcomputer Applications**

This is a self-directed course covering an introduction to computers, together with word processing, spreadsheet and educational technologies. This course will provide a basic foundation of computer literacy for the Educational Assistant field.

\*The course is designed as a self-directed course but a mandatory seminar is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: None

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**CMPT 201-3 (BC=4)**

**(3-3) 15 weeks**

**Programming: A Gentle Introduction to Computing**

This course provides an overview of computing science concepts for students with little or no programming background. Topics include: representation of data; machine architecture; operating system concepts; properties of algorithms and computational problems; syntax of a high level procedural programming language; basic data types and control structures. Students do introductory programming for

a portion of the course. Intended for students with no computing experience.

Note: U of A will not grant credit for this course if credit was first obtained in CMPT 214 or equivalent.

**CMPT 214-3 (BC=4)**

**(3-3) 15 weeks**

**Introduction to Computing Science**

Computer architecture, operations and data storage. Machine language and assembler programming. Scientific applications and systems programming in C++. Functions parameter passing and recursion. The programming will progress from the structured perspective to the object oriented paradigm.

Prerequisite: Math 30 (Pure)

Co-requisite: MATH 202 or 203

**CMPT 215-3 (BC=4)**

**(3-3) 15 weeks**

**Elementary Data Structures**

Using a high level language to present and manipulate data structures. Strings, arrays, and linked lists. Stacks, queues, and trees. Uses of data structures.

Prerequisite: CMPT 214 or 351 and consent of the Department.

**CMPT 261-3\* (BC=4)**

**(3-0-3) 15 weeks**

**Introduction to Computing**

This is a self-directed course covering an introduction to computers, research skills and computer theory, together with word processing and spreadsheet applications. This course will provide a comprehensive foundation of computer literacy in support of university-level study.

\*The course is designed as a self-directed course but a mandatory seminar is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: None

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**CMPT 262-3 (BC=4)**

**(3-0-3) 15 weeks**

**Introduction to Structured Programming**

CMPT 261 continued, using a high level language on a personal computer. Program control. Functions and subprograms. Arrays. Manipulating strings. Sequential and random access files. Buttons, windows, dialogue boxes, and menus. Designing user-friendly programs. Non-numerical applications are stressed.

Prerequisite: CMPT 261.

Note: Not open to Bachelor of Science students.

**CMPT 272-3 (BC=3)**

**(3-1) 15 weeks**

**Formal Systems and Logic in Computing Science**

Propositional and predicate logic. Boolean algebra and circuit design. Verifying programs and proofs. Formal languages, regular expressions, and finite state machines. Other formal systems useful in Computing Science.

Prerequisite: CMPT 214

Co-requisite: CMPT 215

**CMPT 351-3 (BC=4)**

**(3-3) 15 weeks**

**Elements of Programming I**

Basic programming techniques using a high level language. Representing and manipulating numeric and non-numeric data. Computing systems, history, and uses. (C++ language)

Note: You cannot have credit in both CMPT 214 and 351.

Prerequisite: Math 30 (Pure).

**CMPT 360-3 (BC=4)**

**(3-3) 15 weeks**

**Introduction to Object-Oriented Programming**

Theory and practical application of object-oriented programming. Graphical interfaces. Object-oriented approach to program design and programming techniques, language translators, and virtual machines.

Prerequisite: Consent of the Department

## Dance

See listings under "Kinesiology and Sports Studies," page 171.

## Drama

**DRAM 201-3 (BC=3)**

**(3-0) 15 weeks**

**Play Analysis**

Understanding drama through critical analysis of plays. Using analysis for creative solutions in play productions.

**DRAM 202-3 (BC=3)**

**(3-0) 15 weeks**

**Introduction to Theatre Art**

The origins and development of theatre art. Introduction to theatre history and theatre aesthetics.

**DRAM 203-3 (BC=3)****(3-0) 15 weeks****Introduction to Dramatic Movement**

Releasing, developing, and expanding physical resources basic to movement in acting. Developing body awareness.

**DRAM 204-1 (BC=1)****(2-1) 15 weeks****Singing for the Stage**

Developing the voice through choral singing and coaching. Vocal range, technique, and musicality.

Note: Open to Theatre Studies Acting students only.

**DRAM 249-3 (BC=3)****(1-5) 15 weeks****Introduction to Dramatic Process**

Improvising speech and movement, with emphasis on imaginative development. The process of acting and dramatic form. Developing communication skills.

Not accepted for credit in the Theatre Studies Program. Not available to students with credit in DRAM 350.

**DRAM 301-1 (BC=1)****(0-3)****Production Workshop I**

Student initiated project work involving theatre production or theatre related research.

Note: Open to all students, subject to approval of the Theatre Studies Department.

**DRAM 321-3 (BC=3)****(1-3) 15 weeks****Creative Drama**

Use of dramatic technique in a variety of group projects to develop self-expression. This course will serve leaders and teachers at all levels. Former experience in theatre is not required.

**DRAM 347-3 (BC=3)****(2-2.5) 15 weeks****Introduction to Oral Communication**

Freeing the natural voice. Developing body awareness related to the voice: breathing, resonance, projection, articulation, and range. Exploring basic techniques of oral communication and interpretation, drawing from various forms of literature.

**DRAM 350-3 (BC=4)****(3-3) 15 weeks****Introduction to Acting**

The process of acting and dramatic form through dramatic improvisation. Formerly DRAM 251.

**DRAM 353-3 (BC=3)****(1-5) 15 weeks****Scene Study I**

The study of acting, including analyzing and enacting scripted scenes and characterization.

Prerequisite: DRAM 249 or 350 or 321 or consent of the Department.

**DRAM 383-3 (BC=4)****(3-3) 15 weeks****Introduction to Directing**

Fundamentals of directing through practical exercises.

Prerequisite: DRAM 353 or THTR 141 and consent of the Department.

**DRAM 483-2 (BC=2)****(0-6) 15 weeks****Advanced Directing**

Develop the director's creative use of the elements of directing.

Prerequisite: DRAM 383

## Early Learning & Child Care

(These courses are intended for Early Childhood Development students, but can be taken by other students with consent of the Chair). With the exception of practicum courses, all ELCC courses can be taken in any sequence.

**ELCC 201-3 (BC=3)****(3-0) 15 weeks****Foundations of Early Learning & Child Care**

The characteristics and roles of Early Childhood professionals in various program settings. Recent positions and issues on "quality" in child care. Routines and transitions. Health, nutrition, and safety information and implications for practice. Anti-bias curriculum.

**ELCC 206-3 (BC=3)****(3-0) 15 weeks****Child Development & Exceptionalities**

Physical, cognitive, moral, creative, and social emotional development of children ages five through eight. Attitudes, trends, and issues in providing services to children with special needs. Overview of basic types of exceptionality.

**ELCC 210-4 (BC=4)****(200 hours) Includes 15 hours seminar Practicum I**

Practical experience with young children in community programs.

Part time students must complete ELCC 210 between the fourth to seventh course. Consent of the chair is required for atypical registration requests.

Note: This course will be evaluated using a credit (pass)/non-credit (fail) grading system.

Note: May be eligible for challenge.

**ELCC 211-3 (BC=3)****(3-0) 15 weeks****Child Development**

Exploration of developmental theories. Methods of observing and recording children's behavior. Study of prenatal development. Physical, cognitive, moral, creative, and social emotional development of infants, toddlers, and preschoolers.

**ELCC 212-3 (BC=3)****(3-0) 15 weeks****Program Planning I**

Play theories and issues. Understanding the role of play in children's development, and the role of adults in guiding and providing play experiences. Planning for sensory play, art play, and appropriate infant/toddler developmental experiences.

Note: These courses can be taken in any sequence.

**ELCC 213-3 (BC=3)****(3-0) 15 weeks****Interpersonal Relations I**

Self understanding and self acceptance as the basis of a professional's ability to understand and value others. Gaining knowledge of self and communication theories and skills.

**ELCC 215-3 (BC=3)****(3-0) 15 weeks****Program Planning II**

Understanding dramatic play and emergent literacy development. Planning socio-dramatic experiences. Identifying quality children's literature. Sharing stories with children. Fostering language development in young children.

Note: These courses can be taken in any sequence.

**ELCC 217-3 (BC=3)**  
**(3-0) 15 weeks**  
**Guiding Behavior**  
 Understanding and fostering self-esteem in young children. Practical information on appropriate strategies to help develop children's social-emotional behavior using a "guidance" approach. Establishing partnerships between families and early childhood professionals.

**ELCC 218-3 (BC=3)**  
**(3-0) 15 weeks**  
**Program Planning III**  
 Planning for play (including environments & schedules) and group times. Exploration of physical, construction, block, woodworking, manipulative, and outdoor play. Introduction to music and song.  
Note: These courses can be taken in any sequence.

**ELCC 220-4 (BC=4)**  
**(200 hours) Includes 15 hours seminar**  
**Practicum II**  
 Practical experience with young children in community programs, extending the objectives of ELCC 210. Part time students must complete ELCC 220 between the seventh and tenth courses. Consent of the chair is required for atypical registration requests.  
 Prerequisite: ELCC 210.  
Note: This course will be evaluated using a credit (pass)/non-credit (fail) grading system.  
Note: May be eligible for challenge

**Year 2**  
 With the exception of practicum courses, all ELCC courses can be taken in any sequence.

**ELCC 305-3 (BC=3)**  
**(3-0) 15 weeks**  
**School Age Care**  
 Child care, developmental needs, and appropriate interactions with children age six through age twelve. Regulations and administration of school age care programs. Providing quality experiences for children in school age programs. Course content presented on-line. This is an option course, and students are required to take one of the three ELCC options provided OR one other option approved by the chair. This course is open to unclassified students.

**ELCC 308-3 (BC=3)**  
**(3-0) 15 weeks**  
**Family Support**  
 The nature of family support work. Early intervention for at-risk families. Strategies and techniques for supporting families. Establishing helping relationships. Content presented on-line. This is an option course and students are required to take one of the three ELCC options provided OR one other option approved by the chair.  
 Prerequisite: ELCC 321 recommended. ELCC Certificate or consent of department.

**ELCC 309-3 (BC=3)**  
**(3-0) 15 weeks**  
**Aboriginal Children and Families**  
 Focus on past traditions and contemporary issues facing Aboriginal children, families and communities. Emphasis on deepening knowledge and enhancing skills for education, caring and working in partnership with Aboriginal people. Course content presented on-line. This is an option course and students are required to take one of the three ELCC options provided OR one other option approved by the chair. This course is open to unclassified students.

**ELCC 310-5 (BC=5)**  
**(200-250 hours)**  
**Includes 15 hours seminar**  
**Practicum III**  
 Practical experience with young children in a diverse range of community programs, extending the objectives of first year practicums. Part-time students must complete ELCC 310 between the fourth and seventh courses. Consent of the chair is required for atypical registration requests.  
Note: This course will be evaluated using a credit (pass)/non-credit (fail) grading system.  
 Prerequisite: ELCC Certificate or consent of department.  
Note: May be eligible for challenge.

**ELCC 313-3 (BC=3)**  
**(3-0) 15 weeks**  
**Interpersonal Relations II**  
 Developing skills that will help in relating to others more effectively: self-esteem, conflict resolution, assertiveness, support skills, team skills, etc. Strategies for applying these skills in working with children, families and colleagues.  
 Prerequisite: ELCC Certificate or consent of department.

**ELCC 314-3 (BC=3)**  
**(3-0) 15 weeks**  
**Children in Society**  
 Exploration of social, economic, religious, and educational systems and their impact on families in Alberta, Canada, and the world. Social, historical, and theoretical influences on child care. Focus on supporting families, professional advocacy, and on program planning that meets diverse needs.  
 Prerequisite: ELCC Certificate or consent of department.

**ELCC 315-3 (BC=3)**  
**(3-0) 15 weeks**  
**Program Administration**  
 Roles and functions of program administrators, coordinators, and home visitors in management and administration, program policies and procedural guidelines, record keeping and information systems, financial management and administration, and staff supports for operating day cares, nursery schools, and family day home programs in Alberta. Course content presented on-line.  
 Prerequisite: ELCC Certificate or consent of the department.

**ELCC 317-3 (BC=3)**  
**(3-0) 15 weeks**  
**Program Planning V**  
 Expanding experiences in early childhood art, music, creative dramatics, and group times. Planning appropriate environments and experiences for fostering literacy development.  
 Prerequisite: ELCC Certificate or consent of department.  
Note: These courses can be taken in any sequence.

**ELCC 320-5 (BC=5)**  
**(200-250 hours)**  
**Includes 15 hours seminar**  
**Practicum IV**  
 Practical experience with young children in a diverse range of community programs, extending the objectives of pre-requisite ELCC 310. Part-time students must complete ELCC 320 between the seventh and tenth courses. Consent of the chair is required for atypical registration requests.  
 Prerequisite: ELCC 310  
Note: This course will be evaluated using a credit (pass)/non-credit (fail) grading system  
Note: May be eligible for challenge.



**ELCC 321-3 (BC=3)****(3-0) 15 weeks****Family Studies**

The family as an integral institution in society. Various family forms, and the specific organization, functions, dynamics, and influences on individual family members. Focus is on the stresses facing contemporary families, and especially their impact on children.

Prerequisite: ELCC Certificate or consent of department.

**ELCC 323-3 (BC=3)****(3-0) 15 weeks****Program Planning IV**

Program planning in diverse early childhood settings. Includes planning math, science, and technological experiences. Parent and community involvement. Record keeping, child assessment, program evaluation.

Prerequisite: ELCC Certificate or consent of department.

Note: These courses can be taken in any sequence.

**ELCC 325-3 (BC=3)****(3-0) 15 weeks****Children With Special Needs**

Care and education of children with special needs in inclusive environments. Exploration of both developmental and behavioral program strategies to deal with children's exceptionalities. Emphasis on team planning with families and professionals.

Prerequisite: ELCC Certificate or consent of department.

## Economics

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**ECON 100-3 (BC=3)****(3-0) 15 weeks****Introduction to Business****Microeconomics**

Terminology, concepts, theory, methods, and limitations of current microeconomic analysis. Analyzing and understanding economics as it relates to individuals and businesses. How political, social, and market forces determine and affect the Canadian economy.

Credit will not be granted for both ECON 100 and 201.

**ECON 101-3 (BC=3)****(3-0) 15 weeks****Introduction to Business****Macroeconomics**

Terminology, concepts, and theory used to understand, analyse, and evaluate the overall performance of an economy. Defining and using economic indicators. Canadian banking system. Inflation and unemployment. Monetary and fiscal policy. Foreign control. Economic growth. International trade.

Credit will not be granted for both ECON 101 and 202.

**ECON 201-3 (BC=3)****(3-0) 15 weeks****Introduction to Microeconomics**

Scarcity and choice. Methods used in economic science. Specialization, markets, and exchange. Supply and demand. Roles of consumers, firms, and resource owners in competitive and monopolistic markets. International trade. Government intervention. Emphasis is on Canadian problems, issues, policies, and institutions. Credit will not be granted for both ECON 100 and 201.

Note: It is recommended that you have Grade 12 level Math or equivalent as background.

**ECON 202-3 (BC=3)****(3-0) 15 weeks****Introduction to Macroeconomics**

Defining and measuring aggregate economic variables. National income and monetary theory. Government monetary and fiscal policies. Unemployment and inflation. Exchange rates and balance of payment. Emphasis is on the Canadian economy.

Prerequisite: ECON 201

Credit will not be granted for both ECON 101 and 202.

Note: It is recommended that you have Grade 12 level Math or equivalent as background.

**ECON 323-3 (BC=3)****(3-0) 15 weeks****International Economics**

Emphasis is on basic international trade theories and policies. Gains from exchange and specialization. International factor movements. Theory of tariff and non-tariff barriers. Exchange rates. Balance of payments. International debt.

Prerequisite: ECON 201 and 202.

**ECON 331-3 (BC=3)****(3-0) 15 weeks****Labour Economics**

Using microeconomic principles to analyze the labour market. The scope will include theory, empirical evidence, and policy issues. Emphasis is on the Canadian economy. Labour supply and labour demand. Equilibrium wages and employment levels in both competitive and non-competitive labour markets. Wage differentials, unions, and discrimination.

Prerequisite: ECON 201.

**ECON 337-3 (BC=3)****(3-0) 15 weeks****Development Economics**

An introduction to the economic development process in developing nations. Analysis will include explanations for underdevelopment and examination of issues such as poverty, employment, income distribution, population growth, human capital, savings and investment, trade, foreign aid, and the role of markets and governments.

Prerequisite: ECON 100/101 or ECON 201/202, or consent of the Department.

**ECON 341-3 (BC=3)****(3-0) 15 weeks****Money and Banking**

Nature and functions of money. Money creation. Financial markets and financial intermediation. Industrial structure and regulation in Canadian banking. Elementary monetary theory. Central banking and monetary policy. International finance.

Prerequisite: ECON 100/101 or ECON 201/202, or consent of the Department.

**ECON 355-3 (BC=3)****(3-0) 15 weeks****Sports Economics**

Economic analysis of sports, with emphasis on professional team sports. Topics include demand for sports, the economic structure of leagues, winning and profitability, franchise values, pay and performance, free agency, arbitration, and discrimination. Policy issues such as competition law and government subsidies will also be considered.

Prerequisite: ECON 201

**ECON 373-3 (BC=3)****(3-0) 15 weeks****Industrial Organization**

Basic theory of industrial organization economics, based on the analysis of market structure, conduct, and performance. Emphasis is on aspects of Canadian industry.



and competition policy. Concepts of market structure. The meaning and measurement of monopoly power. Competition. Barriers to entry. Product differentiation. Economies of scale. Oligopoly. Collusion. Advertising. Organization of the firm. Prerequisite: ECON 201.

**ECON 381-3 (BC=3)**  
**(3-1) 15 weeks**

**Intermediate Microeconomic Theory**

Theory of consumer behaviour. Theory of production and cost. Determining price and output under competition, monopoly, and other market structures.

Prerequisite: Math 30 (Pure), ECON 201.

**ECON 382-3 (BC=3)**  
**(3-1) 15 weeks**

**Intermediate Macroeconomic Theory**

Determination of income, employment, prices, interest rates, exchange rates and balance of payments. Impact of supply shocks, fiscal policy and monetary policy. Prerequisite: Math 30 (Pure), ECON 201 and 202.

## Education

(These courses are intended for Education students.)

**EDCM 341-3 (BC=3)**  
**(3-0) 15 weeks**

**Communication in the Classroom**

By focussing on your interpersonal skills, this course examines communication in the classroom. Students will practice and improve these skills through presentations, small group work, role playing, and communication exercises.

**EDCT 410-3 (BC=3)**  
**(3-0) 45 hrs; 2 weeks**

**Welding Level 1 CTS Teacher Education**

This course is designed to meet the needs of teachers within the education program who do not have a Trades credential (journeyperson) and who would like to build skills necessary to teach in a Career and Technology Studies (CTS) welding shop setting. The course addresses specific CTS content using Apprenticeship Individual Learning modules (ILMs). The focus is on developing applicable welding skills, developing knowledge and skills re safety guidelines and regulations, and the development and assessment of projects suitable for shop use.

Note: Credit will be granted for post Bachelor of Education students only.

**EDCT 411-3 (BC=3)**  
**(3-0) 45 hrs; 2 weeks**

**Welding Level 2 CTS Teacher Education**

This course builds on the skills and knowledge developed in Welding Level 1.

Prerequisite: EDCT 310

Note: Credit will be granted for post Bachelor of Education students only.

**EDCT 420-3 (BC=3)**  
**(3-0) 45 hrs; 2 weeks**

**Carpentry Level 1 CTS Teacher Education**

This course is designed to meet the needs of teachers within the education program who do not have a Trades credential (journeyperson) and who would like to build skills necessary to teach in a Career and Technology Studies (CTS) carpentry shop setting. The course addresses specific CTS content using Apprenticeship Individual Learning modules (ILMs). The focus is on developing applicable carpentry skills, developing knowledge and skills re safety guidelines and regulations, and the development and assessment of projects suitable for shop use.

Note: Credit will be granted for post Bachelor of Education students only.

**EDCT 421-3 (BC=3)**  
**(3-0) 45 hrs; 2 weeks**

**Carpentry Level 2 CTS Teacher Education**

This course builds on the skills and knowledge developed in Carpentry Level 1.

Prerequisite: EDCT 320

Note: Credit will be granted for post Bachelor of Education students only.

**EDCT 430-3 (BC=3)**  
**(3-0) 45 hrs; 2 weeks**

**Automotive Service Level 1 CTS Teacher Education**

This course is designed to meet the needs of teachers who do not have a Trades credential (journeyperson) and who would like to build skills necessary to teach in a Career and Technology Studies (CTS) automotive shop setting. The course addresses specific CTS content using Apprenticeship Individual Learning modules (ILMs). The focus is on learning how to teach in a shop environment, developing applicable automotive service skills, developing knowledge and skills re safety guidelines and regulations. In addition there is a focus on the development and assessment of projects suitable for shop use.

Note: Credit will be granted for post Bachelor of Education students only.

**EDCT 435-1 (BC=1)**  
**(1-0) 8 weeks**

**Safety and Building Materials**

Learn how Fire Safety, WHMIS, Occupational Health and Safety regulations and safe work practices affect the worksite. Understand uses and types of ladders, scaffolding systems and rigging methods used in construction. Examine construction materials available including solid woods, manufactured products, and concrete. Demonstrate methods for joining, gluing and fastening.

**EDCT 440-4 (BC=4)**  
**(4-0) 8 weeks**

**Hand and Power Tools**

Identify and demonstrate the safe use of hand tools, portable power tools, stationary power tools, pneumatic and fuel powered tools and power actuated tools. Construct projects in a shop setting using a variety of woodworking machinery, tools and materials.

**EDCT 445-2 (BC=2)**  
**(2-0) 8 weeks**

**Site Preparation, Building Layout and Foundations**

Examine the processes required to prepare a site for development. Identify the tools and equipment used to prepare the site. Identify the differences in conventional and alternate foundations. Demonstrate the layout methods of formwork construction, reinforcement requirements and preparation for and placing of concrete for footings, walls and slabs.

**EDCT 450-1 (BC=1)**  
**(1-0) 8 weeks**

**Floor Frame**

Discover the types of forces affecting buildings and how to design and construct to counteract them. Learn the components used and methods employed to design and build a floor system with appropriate support mechanisms that will perform well, safely and be accommodating of other services required by other trades.

**EDCT 455-3 (BC=3)**  
**(3-0) 8 weeks**

**Estimating and Plans I**

Learn and apply the basic math calculations used in Carpentry. Develop technical Carpentry drawing and sketching skills using basic drawing instruments to complete formal drawings, shop drawings and sketches. Examine the paper language used to create working drawings and use this information to navigate a variety of blueprints.

**EDCT 460-3 (BC=3)****(0-3) 8 weeks  
Projects I**

Build on knowledge attained from the technical information and practice skills by measuring, laying out, cutting, shaping and fastening a variety of projects made from hardwoods, softwoods and manufactured products using woodworking tools and machines in a shop or worksite setting.

**EDCT 465-5 (BC=5)****(320 hours) 8 weeks  
Practicum I**

Participate in an off-campus practicum with a provincial journeyperson to further develop the first period apprenticeship technical knowledge learned by working on a worksite(s) with a company that specializes in foundations and/or floor framing and gain experience with various tools, machinery and equipment.

Credit or No Credit.

**EDCT 470-2 (BC=2)****(2-0) 8 weeks  
Frame Structures**

Examine the technical terminology, load designs, types of wall systems, ceiling joists and materials used for framing structures in light construction. Examine how to design, layout, assemble wall systems in safe, efficient and effective ways while interpreting working drawings and code requirements.

**EDCT 475-3 (BC=3)****(3-0) 8 weeks  
Residential Roofs**

Explore the variety of roof systems used in light construction, terminology, examine the effects of loads and forces on the structure, how to calculate, layout, cut and erect components for gable, hip and intersecting roofs and trusses safely and to code requirements.

**EDCT 480-2 (BC=2)****(2-0) 8 weeks  
Interior and Exterior Finishes**

Explore the variety of Window and door types, installation procedures and related hardware. Examine the various exterior finishes for light construction including flashings, materials used, barriers and their preparation and installation procedures.

**EDCT 485-2 (BC=2)****(2-0) 8 weeks  
Wood Stairs**

Learn about the different types of stairs, and their uses in light construction. Examine code requirements, design implications and construction techniques for straight, single and multi-flight stairs and various stringer designs.

**EDCT 456-3 (BC=3)****(3-0) 8 weeks  
Estimating and Plans II**

Apply math concepts learned in period one to perform calculations including material takeoffs, spacing calculations, rough opening locations plus roof and stair calculations., Develop blueprint reading and drawing skills to better interpret blueprints, plan navigation techniques, information generation for different trades, estimating materials and connections to building codes.

**EDCT 461-2 (BC=2)****(0-2) 8 weeks  
Projects II**

Build on knowledge attained from the technical information and practice skills gained in period one to plan, develop, create various projects in a shop setting that will reinforce learning and build the skill required in Carpentry.

**EDCT 466-16 (BC=16)****(960 hours) 24 weeks  
Practicum II**

Participate in an off-campus practicum with a provincial journeyperson to further develop the first period apprenticeship technical knowledge learned by working on a worksite(s) with a company that preferably specializes in framing houses and gain experience with various tools, machinery and equipment.

Credit or No Credit

**EDFN 201-3 (BC=3)****(3-0) 15 weeks  
Introduction to Canadian Education**

An introductory course that explores both historical and contemporary issues in education. Students will become aware of the factors that have shaped and are shaping Alberta's public education system. This course helps students to develop the basic skills and knowledge that will enable them to become effective classroom teachers.

Note: This course is not transferrable to U of A. \*\*

**EDFN 341-3 (BC=3)****(3-0) 15 weeks****Concepts of Childhood in the History of Education**

A study of those views of childhood which have exerted a significant influence on educational theory and practice from antiquity to today.

**EDFX 203-3 (BC=4)****(45 hours lecture, 60 hours fieldwork) 15 weeks****Education Field Experience**

An introductory education course that gives you the opportunity to go out to area schools where you will work closely with professional teachers and observe and interact with elementary, middle and/or high school students. In your class seminar, you will learn about educational topics and discuss your field experiences. The field experience component requires you to spend two mornings per week in a local school. **It is imperative that you leave this time free when you are creating your timetable.**

This course will be graded as CR/NCR (credit/no credit)

**EDIT 302-3 (BC=4)****(3-3) 15 weeks****Introduction to Educational Technology**

This course examines frameworks, trends, issues and futuristic scenarios on the role of technology in education. Students will gain hands-on experience of using technology, with a special emphasis on strategies for integrating technology into the school curriculum. Credit will not be granted for EDPY 302 and EDIT 302.

Prerequisite: EDUC 250

Note: This prerequisite does not apply to Elementary and Secondary After Degree students.

**EDUC 250-3 (BC=3)****(3-0) 15 weeks****The Context of Education**

This course focuses on the different contexts of professional practice within education. It critically examines the complex social relationships among educators as professionals and learners as participants in educational institutions.

**EDUC 251-3 (BC=3)****(3-0) 15 weeks****Aboriginal Education and the Context of Professional Engagement**

Pre-service teachers will continue to develop knowledge of Aboriginal peoples' histories, educational experiences, knowledge systems, ways of knowing and being and will further understand the implications of this knowledge to professional roles and obligations for teachers. Engagement in learning processes of self-and-other awareness, supported by Aboriginal educators, Faculty and Elders.

Prerequisite: EDUC 250

**Note:** This prerequisite does not apply to Elementary and Secondary After Degree students.

**EDUC 310-3 (BC=3)****(3-0) 15 weeks****Introduction to Curriculum Studies**

Field of inquiry unique to Education. Considers mandated programs of study, theories, practices, and implications of teaching and learning.

Prerequisites: One of EDCM 341, EDFN 341, EDFX 203, EDIT 302, EDPY 200, EDUC 250, FAM 322 or FAM 315

**EDUC 320-3 (BC=3)****(3-0) 15 weeks****Media, Culture, and Curriculum**

Principles, perspectives, and practices for future teachers. Implications for childhood and adolescence, literacy, learning, critical thinking, creativity, gender, identity, politics.

Prerequisites: One of EDCM 341, EDFN 341, EDFX 203, EDIT 302, EDPY 200, EDUC 250, FAM 322, or FAM 315

## Educational Assistant

**Note:** Not all courses listed may be offered. Check Course Timetable for availability.

**EDAS 111-3 (BC=3)****(3-0) 15 weeks****Role of the Assistant**

Clarification of the roles of the teacher and the educational assistant. Topics include code of conduct, job descriptions, tasks, Alberta Teachers' Association policies, classroom management techniques and positive school climate.

**EDAS 114-3 (BC=3)****(140 hours) 4 full weeks****Field Experience**

Working as an educational assistant for four full weeks. Includes a seminar component. Scheduled after all coursework is complete. Prerequisite: All compulsory course work.

**EDAS 116-3 (BC=3)****(3-0) 15 weeks****Human Relations**

Developing and increasing your understanding of self and others. Interpersonal skills required in supportive roles as a para-professional.

**EDAS 151-3 (BC=3)****(3-0) 15 weeks****History & Trends in Exceptionalities**

Attitudes toward and services provided to persons with disabilities throughout history. Current trends and issues in special education. Laws relating to persons with disabilities in the U.S. and Canada, and Alberta in particular.

**EDAS 152-3 (BC=3)****(3-0) 15 weeks****Overview of Exceptionalities**

This course examines definitions, classification schemes, prevalence, causes, psychological and behavioural characteristics, and introduces educational considerations covering a wide range of exceptionalities.

Prerequisite or Corequisite: EDAS 151 or consent of the Department.

**EDAS 153-3 (BC=3)****(3-0) 15 weeks****Fostering Positive Behaviour**

Students will review both learning and behaviour management philosophies in order to build a repertoire of effective techniques and strategies that fosters positive behaviour change in the classroom.

Prerequisite: EDAS 151 and EDAS 111  
Co-requisite: EDAS 152 or consent of the Department.

**EDAS 156-3 (BC=3)****(3-0) 15 weeks****Visual Impairment**

This course examines issues and techniques involved in teaching persons with visual impairment. Definitions, classification schemes, measurement, prevalence, causes, psychological and behavioural characteristics and basic teaching techniques are reviewed. Prerequisite: EDAS 111 and EDAS 152 or consent of the Department.

**EDAS 157-3 (BC=3)****(3-0) 15 weeks****Physical Disabilities**

Issues and techniques involved in teaching persons with physical disabilities. Common physical disabilities. Related materials and equipment.

Prerequisite: EDAS 111 and EDAS 152 or consent of the Department.

**EDAS 158-3 (BC=3)****(3-0) 15 weeks****Communication Disorders**

Issues and techniques involved in teaching students with communication disorders. Speech development, identifying disorders and the role of the educational assistant.

Prerequisite: EDAS 111 and EDAS 152 or consent of the Department.

**EDAS 159-3 (BC=3)****(3-0) 15 weeks****Hearing Impairment**

This course examines issues and techniques involved in teaching persons with hearing impairment. Definitions, classification schemes, measurement, prevalence, causes, psychological and behavioral characteristics and basic teaching techniques are reviewed.

Prerequisite: EDAS 111 and EDAS 152 or consent of the Department.

**EDAS 160-3 (BC=3)****(3-0) 15 weeks****Assisting the Language Learning Teacher**

Effective teaching strategies for language arts. Topics include learning theory, early literacy intervention, comprehension and decoding strategies, the writing process and writing analysis with an emphasis on assisting students in improving their reading and writing skills.

**EDAS 161-3 (BC=3)****(3-0) 15 weeks****Assisting the Math Teacher**

Mathematical concepts taught at the elementary school level. Teaching techniques for the mathematics classroom. Designing learning activities to improve children's understanding of math.

**EDAS 163-1 (BC=1)****(3-0) 5 weeks****Supporting Students with Anxiety Disorders**

This course explores the most common anxiety disorders with an emphasis on strategies and practices that assist and support these students in the classroom and with their peers.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 164-1 (BC=1)**

**(3-0) 5 weeks**

**Supporting Students with Mental Health Concerns**

This course explores the most common mental health disorders with an emphasis on strategies and practices that assist and support these students in the classroom and with their peers.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 165-1 (BC=1)**

**(3-0) 5 weeks**

**Supporting Students with Disruptive Behaviour Disorders**

This course explores some of the more common behaviour disorders with an emphasis on developing strategies that assist students in areas of communication, behaviour and social interaction in the classroom.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 166-1 (BC=1)**

**(3-0) 5 weeks**

**with Autism**

Learners explore the characteristics of classic Autism with an emphasis on building communication, social and behaviour strategies for use in the classroom and other inclusive settings.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 167-1 (BC=1)**

**(3-0) 5 weeks**

**Supporting Students with Asperger's Syndrome**

In this course we explore the common characteristics of Asperger's syndrome with an emphasis on teaching strategies that encourage positive communication, social and behaviour skills for students in the classroom and other inclusive settings.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 168-1 (BC=1)**

**(3-0) 5 weeks**

**Supporting Students with Classic Autism**

Explore the characteristics that are used to differentiate classifications other than Autism and Asperger's Syndrome. Investigate a variety of communication, social and behavioural strategies for use in the classroom and other inclusive settings.

Prerequisite: EDAS 111 and 152 or consent of department.

**EDAS 181-4 (BC=4)**

**15 hours seminar, 156 hours fieldwork**

**15 weeks**

**Field Practice**

Working under a co-operating supervisor in an educational setting. Taking part in a regularly scheduled seminar to discuss field practice.

Prerequisite: EDAS 111, EDAS 160 and EDAS 116

Pre/Co-requisites: EDAS 161 and EDAS 152

## Electrical Engineering Technology

**EET 100-2 (BC=2)**

**(2-0-0) 15 weeks**

**Project Management**

Covers the project management process, the role of the project manager, how projects help organizations achieve their objectives, organizational structure of projects, management of projects, and how to use project management software.

**EET 105-4 (BC=5)**

**(4-0-2) 15 weeks**

**Physics and DC Analysis**

Explore multi-dimensional engineering problems in kinematics, Newton's laws, circular motion, torque, electromagnetic and mechanical waves, conservation laws and steady state linear circuits.

Corequisite: EET 120

**EET 110-3 (BC=4)**

**(3-0-2) 15 weeks**

**AC Analysis**

Analyze the response of electrical circuits and networks when driven by single and multiple alternating current (AC) sources.

Prerequisites: EET 105 and GET 110

**EET 115-3 (BC=3)**

**(3-0-1) 15 weeks**

**DC Machines**

Explore the physical laws underlying the operation of direct current motors and generators. Examine their construction, characteristics, control, and applications. Draw and interpret wiring diagrams related to their control. Construct circuits using actual machines in the lab to examine their operations.

Prerequisites: EET 105 and GET 110

**EET 120-3 (BC=3)**

**(3-0-0) 15 weeks**

**Applied Electronics**

Develop an understanding of semiconductor circuits built from components such as diodes, transistors, operational amplifiers, silicon controlled rectifiers, triacs, diacs, photo devices and electronic transducers.

Corequisites: EET 110

**EET 125-3 (BC=3)**

**(3-0-0) 15 weeks**

**Electrical Systems Design I**

Design electrical systems for small industrial, residential, and commercial buildings using Canadian Electrical Code. Size and specify electrical service, feeders, and overcurrent protection using minimum code and engineering requirements. Apply computer aided drafting to produce electrical drawings.

Prerequisites: GET 110

**EET 130-2 (BC=3)**

**(2-0-2) 15 weeks**

**Microcontroller Applications II**

Implement microprocessor-based control systems commonly found in robotics and instrumentation utilizing knowledge of microcontroller architecture and instruction sets, interfacing techniques, high level programming languages and multitasking.

Prerequisites: GET 110 and GET 125

**EET 200-3 (BC=3)**

**(3-0-1) 15 weeks**

**AC Machines**

Examine the underlying principles, construction, control, and performance characteristics of transformers; single-phase and three-phase alternating current motors and generators. Analyze losses and efficiency. Determine developed speed and torque. Use laboratory equipment to conduct experiments and test the theory.

Prerequisites: EET 110

Corequisite: EET 210

**EET 205-3 (BC=3)**

**(3-0-1) 15 weeks**

**Programmable Controllers**

Examine the roles, functions, hardware, software, programming, and interfacing of Programmable Logic Controllers (PLCs) in a production environment. Learn about digital logic concepts and PLC ladder logic. Write basic programs and create program documentation.

Prerequisites: GET 125

Corequisite: EET 220



**EET 210-3 (BC=3)****(3-0-1) 15 weeks****Power Systems**

Explore the main components of a complex power system from generation to consumption. Analyze faults and determine fault currents using symmetrical components, MVA-base, and per-unit methods. Use the latest software to design and test power systems.

Prerequisites: EET 110 and EET 115

Corequisites: EET 200

**EET 215-2 (BC=2)****(2-0-2) 15 weeks****Power Electronics**

Learn about polyphase rectification, AC inverters, open and closed loop systems, AC motor variable frequency controllers, DC solid-state controllers, reflected waves and power quality.

Prerequisite: EET 120

**EET 220-4 (BC=4)****(4-0-1) 15 weeks****Control and Instrumentation**

Examine the principles and practices used in the design and application of common industrial process control components and systems including open and closed loop systems, feedback design principles of electronic, pneumatic and hydraulic devices, signal converters, power amplifiers and control valve specification and sizing.

Prerequisites: GET 115 and EET 110

Corequisites: EET 205

**EET 225-3 (BC=3)****(3-0-1) 15 weeks****Electrical Systems Design II**

Explore the electrical design of industrial plants and motor control centers. Specify, size, and produce schematic drawings for control of industrial loads. Examine substation wirings, equipment, and grounding. Apply appropriate power factor correction techniques and devices.

Prerequisites: EET 210

**EET 230-3 (BC=3)****(3-0-1) 15 weeks****SCADA and HMI**

Learn about the main concepts, communication protocols, software, hardware, and interface technology used by industrial networks in monitoring, data collection, and control of industrial processes. Examine the graphical representation of the process data to human operators.

Corequisite: EET 235

**EET 235-3 (BC=3)****(3-0-1) 15 weeks****Industrial Networks**

Examine networks and data communications, describe data and signals, modulation, media (wired and wireless), connectivity devices, multiplexing, error correction and detection, network architectures and the operations and protocols of the Internet.

Prerequisites: EET 205

Corequisite: EET 230

**EET 240-3 (BC=3)****(2-0-2) 15 weeks****Forensic Engineering**

Employ scientific and engineering investigation methods and tools to assess potential sources, causes and solutions for prevention of failure due to natural accidents, fire, high and low speed impacts, design defects, improper selection of materials, manufacturing defects, improper service conditions, inadequate maintenance and human error.

Prerequisites: EET 110

**EET 245-3 (BC=3)****(3-0) 15 weeks****Topic in Emerging Technologies**

Examine newer technologies in the electrical, electronic and instrumentation fields. Specific topics will vary from year to year and may include alternative energy sources, swarm robotics, neuroprosthetics and nanotechnology applications.

Prerequisite: Successful completion of all courses in Term 3 or permission of the Department.

Note: This course is not eligible for Prior Learning and Recognition

**EET 246-3 (BC=3)****(3-1) 15 weeks****Topic in Instrumentation**

Considers subjects of increasing importance in modern control systems. Specific topics will vary from year to year and may include artificial intelligence and robotics, signal processing, satellite communication, remote sensing and fuzzy logic.

Prerequisite: Successful completion of all courses in Term 3 or permission of the Department.

Note: This course is not eligible for Prior Learning and Recognition

**EET 247-3 (BC=3)****(3-1) 15 weeks****Topic in Power Systems**

Cover advanced material related to Power Systems. Specific topics will vary from year to year and may include transmission and distribution modelling, forecasting and decision theory.

Prerequisite: Successful completion of all courses in Term 3 or permission of the Department.

Note: This course is not eligible for Prior Learning and Recognition

**EET 250-1 (BC=1)****(1-0-0) 15 weeks****EET Capstone Project I**

Perform preliminary research and prepare a proposal for an Electrical Engineering Technology project to be completed in GET 201.

Prerequisites: Completion of all first year courses or permission of the department.

Not eligible for Prior Learning and Recognition

**EET 251-3 (BC=3)****(3-0-0) 15 weeks****EET Capstone Project II**

This course, along with Capstone Project I, consists of researching and compiling a technical report on a topic that will incorporate the skill set of an Electrical Engineering Technology graduate. Progress reports occur at regular intervals. Presentations are scheduled for end of the semester.

Prerequisites: EET 251

Not eligible for Prior Learning and Recognition

## Engineering

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**ENCP 200-3 (BC=3)****(3-0-1.5) 15 weeks****Computer Programming for Engineers**

Fundamentals of computer programming with emphasis on solving engineering problems. Programming in a high level language. Selection and loop structures, routines, arrays and record types, text file operation, pointers.

Prerequisite: Consent of the Department.



**ENGG 200-2 (BC=2)****(2-0-0) 15 weeks****Orientation to the Engineering Profession**

Development and history of the engineering profession. Branches of engineering. Engineering roles in various branches. Includes presentations from engineers in different branches. Several written assignments will form the basis for an assessment of your report writing abilities.

Note: This course will be repeated for credit in 2nd term.

Note: Open to Engineering students only.

**ENGG 205-3 (BC=4)****(3-2.5) 15 weeks****Engineering Mechanics I**

Statics: Force vectors; equilibrium of particles in two and three dimensions; force system resultants; equilibrium of a rigid body in two and three dimensions; trusses; frames, machines and beams. Dynamics: Kinematics and kinetics of particles.

**ENGG 230-3 (BC=4)****(3-1-2) 15 weeks****Engineering Statics**

Equilibrium of planar systems. Particle and rigid-body equilibrium. Reduction of a simple distributed loading. Structural analysis, planar trusses and frames. Internal forces. Centre of gravity and centroid. Friction. Moment of inertia.

Co-requisite: MATH 212

Note: Open to Engineering students only.

**ENGG 251-3 (BC=3)****(1-4.5) 15 weeks****Design and Communication I**

The principles of engineering design, engineering graphics and written communication learned within a hands-on project-based experience for engineering students. Safety in the laboratory; working in a team environment; core skills for engineering students; process of engineering design; graphical communication: theory of projection, multi-view representations, descriptive geometry, sketching, information for manufacturing; written communication: style, format, organization, preparation and presentation skills. Real-life examples of design and engineering practice across all disciplines. Core competencies will be learned primarily within the context of team-based design projects.

**ENGG 253-3 (BC=3)****(1-4.5) 15 weeks****Design and Communication II**

A continuation of Engineering 251. Students will perform more advanced team-based projects that integrate mathematical, scientific and engineering knowledge and skills. Issues that play critical roles in engineering design will be introduced, such as project management, societal and environmental awareness, health and safety, design for safety, sustainable development, information access, etc.

**ENPH 231-3 (BC=4)****(3-1S-3/2)****Engineering Dynamics**

Kinematics and dynamics of particle. Work and energy methods. Impulse and angular momentum. Introduction to kinematics and dynamics of rigid bodies.

Prerequisite: MATH 212.

Note: Open to Engineering students only

## English

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**ENGL 050-5 (BC=5)****(4-2S) 15 weeks****Basic English**

See "Career and Academic Preparation Courses," page 202.

**ENGL 075-5 (BC=5)****(5-0) 15 weeks****Reading and Composition**

See "Career and Academic Preparation Courses," page 202.

**ENGL 090-5 (BC=5)****(5-0) 15 weeks****Practical Writing and Literature**

See "Career and Academic Preparation Courses," page 202.

**ENGL 095-5 (BC=5)****(5-0) 15 weeks****Literature and Composition**

See "Career and Academic Preparation Courses," page 202.

**First-Year University Transfer English Courses**

Red Deer College offers university transfer English courses at the 200 level. These are usually prerequisites for 300-level English courses and for more advanced work in English. The overall objective for all 200-level courses is to develop critical reading skills

and composition skills at the university level. Class discussions and instruction in composing academic essays will be combined with practice in critical analysis and self-expression.

**ENGL 219-3 (BC=3)****(3-0) 15 weeks****Essay Composition and Critical Reading**

The focus is on formal preparation for university level essay writing and the skills related to critical reading, interpretation, and argument.

Prerequisite: ELA 30-1 or 095

Note: Credit will not be granted for both ENGL 219 and ENGL 210.

**ENGL 220-3 (BC=3)****(3-0) 15 weeks****Literary Analysis**

The course explores a range of literary genres while continuing to focus on deepening the required structural and critical skills related to thinking and writing about literature.

Prerequisite: ENGL 219.

**Second-Year University Transfer English Courses**

These courses are open to students who have completed two term-courses or one full-year course in English at the 200 level, or who have the instructor's permission. These courses may be taken to meet specific program requirements, to serve as elective credits (options) in a program, and to lead to more advanced work in English studies. If you wish to major in English or pursue an Honours English program, consult the appropriate university calendars before choosing 300-level courses.

**ENGL 302-6 (BC=6)****(3-0) 30 weeks****Introduction to Contemporary Theoretical Practices**

This course will study the major schools of contemporary literary theory, comparing their principles and methods to changing definitions of literature, testing their claims and uses against differing values of readers. Theoretical debate and practical analysis combine in this course to train the student as a polemical literary critic. Selected readings represent Gender, Post-Colonial, New Historical, Feminist, Marxist, Psychoanalytic, Structuralist, Reader-Response, and Formalist criticism.

Prerequisite: 6 credits of 200 Level English

**ENGL 305-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Development of Children's Literature**  
 Providing historical background to current concepts of children's literature, the course examines the evolution of children's literature, its trends and themes, as well as contemporary children's literature. A short time is spent considering what childhood is, so as to understand some of the childhood responses to literature. The course then attempts to answer the question: "What is Children's Literature?"  
 Prerequisite: 6 credits of 200 Level English

**ENGL 306-3 (BC=3)**  
**(3-0) 15 weeks**  
**Folklore in Children's Literature**  
 This course offers a study of oral materials drawn into English literature from a range of cultural traditions. These include myths (mainly Greek, Norse, and North American Indian), folk-tales (Perrault, Grimm, Andersen, and others), and legends. Ballads, stories in song and verse, and lore in rhyme are studied. Common themes and theories on the origin and evolution of folklore are discussed. Modern folklore (such as fantasy and science fiction) is related to folklore of the past. The emphasis is on the place of folklore in children's literature.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 309-6 (BC=6)**  
**(3-0) 30 weeks**  
**Expository Writing**  
 The purpose of this course is to increase your ability to write clear expository prose. Models of prose style will be studied and used in frequent writing practice.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 330-3 (BC=3)**  
**(3-0) 15 weeks**  
**Early English Renaissance**  
 The literature of the later Tudor period is studied, with emphasis on the early years of Elizabeth's reign. Writers include More, Elyot, Hoby, Wyatt, Surrey, Sidney, Spenser, Marlow, Drayton, Shakespeare, and others.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 331-3 (BC=3)**  
**(3-0) 15 weeks**  
**Later English Renaissance**  
 Prose and poetry from approximately 1600-1650 are studied. Poetry includes works by Donne, Herbert, Vaughn, Jonson, Marvell, Milton, and others. Prose includes readings from Bacon, Donne, Burton, Bunyan, and others.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 340-6 (BC=6)**  
**(3-0) 30 weeks**  
**Foundations: Literature in English from the Middle Ages to the Present**  
 An historical survey of representative literature in English from the Middle Ages to the present.  
Note: Not to be taken by students with credit in ENGL 200 or ENGL 304.  
 Prerequisite: ENGL 219 and ENGL 220

**ENGL 341-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Augustan Age**  
 Major literary works of the Augustan period are examined, as well as the natural and moral philosophy of the time. Emphasis is placed on the satirical works of Swift and Pope, but a representative sampling of the works of other men and women writers of the period will be considered.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 343-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Age of Johnson**  
 A complement to ENGL 341, this course deals with the major literary works of the second half of the 18th century. Although the course centres on the works of Samuel Johnson, important works by other men and women writers of the period will also be studied.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 345-3 (BC=3)**  
**(3-0) 15 weeks**  
**The British Romantic Period**  
 This course deals primarily with the major Romantic poets, but other writers of the period will be considered. The main focus is on the poetry and its revolutionary or prophetic concerns. Also considered are the radical changes in morals, lifestyles, social attitudes, and mythological patterns of the Romantic period.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 347-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Victorian Period**  
 Victorian England (1837-1901) became the centre of a cultural, political, and commercial empire, leading the world into a modern era of urban and industrial development. This course divides the period into early, middle, and late phases, studying how its literature responds to social change.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 351-3 (BC=3)**  
**(3-0) 15 weeks**  
**Poetry Reading and Analysis**  
 The focus of this course is on developing skills of careful reading and analysis of poetry, with attention to the relationship between poetic form and meaning.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 357-6 (BC=6)**  
**(3-0) 30 weeks**  
**The English Novel**  
 This course examines key works in the development of the English novel from the 18th to the early 20th century. The course covers the history of the genre, the techniques of the novel, and works by such authors as Defoe, Richardson, Fielding, Goldsmith, Walpole, Austen, Dickens, Eliot, Bronte, and Hardy.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 361-3 (BC=3)**  
**(3-0) 15 weeks**  
**Early 20th Century British Novel**  
 The radical changes in morals, lifestyles, social attitudes, and political concerns of the early 20th century are reflected in the lives and writings of British prose writers of this period. In addition to examining novels by a variety of writers, we will consider the influence that other artists, philosophers, and politicians had on the literature of this period. (Recommended to be followed by ENGL 368.)  
 Prerequisite: 6 credits of 200 Level English

**ENGL 366-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Short Story**  
 This course examines representative works of short fiction illustrating the tradition of the short story in English. The course will sample contemporary experiments in the short story form and introduce a technical vocabulary appropriate to the study of narrative.  
 Prerequisite: 6 credits of 200 Level English

**ENGL 368-3 (BC=3)**  
**(3-0) 15 weeks**  
**Later 20th Century British Novel**  
 The Modern period is marked by a wide range of literary forms, styles, and content pioneered by the writers of the first quarter of this century. This course focuses on the main writers of the next 30-40 years, whose works illustrate the ever-expanding scope of the Modern novel. These works also show how changes in morals, social values, political structures, and technology were altering the artist's reaction to his/her new

role in the world. (Recommended to be preceded by ENGL 361.)

Prerequisite: 6 credits of 200 Level English

**ENGL 371-3 (BC=3)**

**(3-0) 15 weeks**

**Topic in Canadian Literature**

The focus will vary from year to year, but possible topic areas include literature of a specific Canadian region, genre, or theme (for example, Canadian Prairie Writing, Contemporary Canadian Women's Writing, The Canadian Long Poem, Canadian Gothic). Prerequisite: 6 credits of 200 Level English  
Note: You cannot have credit in both ENGL 371 and 382

**ENGL 373-6 (BC=6)**

**(3-0) 30 weeks**

**American Literature to 1900**

This course examines American literature from the period of the first settlements in the early 1600's, but concentrating on the 19th century. As America emerged from its colonial status into nationhood, there developed a desire to construct a canon of distinctively American literature; this course discusses the body of work that constitutes this canon and also interrogates the canon, giving some attention to writers traditionally omitted.

Prerequisite: 6 credits of 200 Level English

**ENGL 376-3 (BC=3)**

**(3-0) 15 weeks**

**Introduction to Creative Writing: Fiction**

This course provides instruction and practice in the foundations of writing literary fiction. Writing exercises will focus on word play, developing evocative language, the need for technically accurate and credible dialogue, identifying and mastering various narrative shifts such as exposition and Free Indirect Discourse, and understanding the necessity for tension and conflict, characterization, and plot. Considerable time will be spent reading and studying peer work and existing examples of excellent writing. It does not provide instruction in writing formulaic or non-fiction. Participation in the workshop environment is essential. A strong academic average in writing-based courses is strongly recommended.

Prerequisite: 6 credits of 200 Level English

**ENGL 377-3 (BC=3)**

**(3-0) 15 weeks**

**Introduction to Creative Writing: Poetry**

This course is conducted as a seminar. Models of excellent writing are used as a basis for classroom discussion. This includes works from the 20th century as well as students' own works. You will be expected to hand in creative work and a set exercise every week. This is not a composition course. It deals with practical problems of creative writing, such as style, techniques, poetic forms, and the role of the literary artist. You should have a good academic average, although you need not have been published.

Prerequisite: 6 credits of 200 Level English

**ENGL 378-3 (BC=3)**

**(3-0) 15 weeks**

**Intermediate Creative Writing: Fiction**

This course will build on the foundation acquired in ENGL 376, with an emphasis on wider practice of narrative skills. Attention will shift from exercises dedicated to particular aspects of narrative form to the integration of these elements in completed short fiction. Considerable reading and studying of existing models of excellent writing are required. Participation in the workshop environment is essential.

Prerequisite: Minimum Grade of B in ENGL 376 or Consent of Department

**ENGL 379-3 (BC=3)**

**(3-0) 15 weeks**

**Intermediate Creative Writing: Poetry**

ENGL 377 is continued, with basically the same objectives and assignments. This course concentrates more on your own creative work and less on special exercises. Open to students who have done well in ENGL 377.

Prerequisite: 6 credits of 200 Level English and ENGL 377

**ENGL 382-6 (BC=6)**

**(3-0) 30 weeks**

**Canadian Literature from 1925**

This course is a critical and historical study of the literature of English-speaking Canada from 1925 to the present. We will examine both poetry and prose, concentrating on modernist and postmodernist writers of the period such as E.J. Pratt, Dorothy Livesay, Earle Birney, Sinclair Ross, Margaret Atwood, Robert Kroetsch, Margaret Laurence, Mordecai Richler, Carol Shields, and Michael Ondaatje.

Prerequisite: 6 credits of 200 Level English

**ENGL 383-6 (BC=6)**

**(3-0) 30 weeks**

**American Literature from 1900**

The major American writers of the 20th century have created a literature that profoundly expresses the nature of existence in the modern world. This course surveys the diversity of literary expression in representative works of fiction, poetry, and drama of the period.

Prerequisite: 6 credits of 200 Level English

**ENGL 385-3 (BC=3)**

**(3-0) 15 weeks**

**First Nations Literature**

The emphasis will be on modern and contemporary First Nations writing in Canada, though earlier works and some American First Nations writing will be introduced. Also considered will be the oral tradition and literary, cultural, and political issues related to course material.

Prerequisite: 6 credits of 200 Level English

**ENGL 387-3 (BC=3)**

**(3-0) 15 weeks**

**Topic in Literature and Society**

Although the specific topic will vary from year to year, this course investigates the conjunction of literature, culture, and social issues, examining historical, social, economic, political, and gender determinants that intersect within individual works. Specific topics may include Literature and Science, Literature and Health Care, or Literature and Religion.

Prerequisite: 6 credits of 200 Level English

Note: This course may be repeated for credit.

**ENGL 389-3 (BC=3)**

**(3-0) 15 weeks**

**Topic in Women's Writing**

Although the specific topic will vary from year to year, this course will examine writing by women in ways that are informed by theoretical approaches to women's literature. Topics may focus on a specific time period, genre, geographic region, or theme (such as Women's Writing to 1900, Women Novelists in Britain, Representations of Gender).

Prerequisite: 6 credits of 200 Level English

Note: This course may be repeated for credit.

**ENGL 391-3 (BC=3)****(3-0) 15 weeks****Topic In International Literature**

The focus of this course, while its content will vary from year to year, will be on literature written in English outside of Canada, Great Britain, and the United States. Students may study work from a particular geographic region - e.g., Africa, the Indian Subcontinent, the Caribbean, Australasia - or they may study particular issues in the field of post-colonial literature.

Prerequisite: 6 credits of 200 Level English  
**Note:** This course may be repeated for credit.

**ENGL 392-6 (BC=6)****(3-0) 30 weeks****International English Literature**

The focus of the course will be on literatures written in English outside of Canada, Great Britain, and the United States, encompassing representative works from several areas such as Africa, Australasia, the Caribbean, and the Indian subcontinent.

Prerequisite: 6 credits of 200 Level English

**ENGL 393-3 (BC=3)****(3-0) 15 weeks****Science Fiction**

This course will study the features and history of the science fiction genre through the study of representative works.

Prerequisite: 6 credits of 200 Level English

**ENGL 395-3 (BC=3)****(3-0) 15 weeks****Topic in Shakespeare**

This course examines a representative sampling of Shakespeare's plays, focusing on a particular group of plays, or a particular dominant theme or concern. The course will attempt to ask pertinent questions about some of Shakespeare's major interests, and to investigate his development as a dramatist. Various critical approaches to the plays will be discussed.

Prerequisite: 6 credits of 200 Level English.  
**Note:** Not to be taken by students with credit in ENGL 332. This course may be repeated for credit.

**ENGL 399-3 (BC=3)****(3-0) 15 weeks****Detective Fiction**

This course will study the genre of detective fiction using representative works from the nineteenth and twentieth centuries. We will explore detective fiction's history, ideas, and relation to both popular and literary culture.

Prerequisite: 6 credits of 200 Level English

## Family Studies

**FAM 315-3 (BC=3)****(3-0) 15 weeks****Relationship Development**

The study of the nature of intimate relationships in friendship, marriage and family. Teaching and classroom implications will be considered.

**FAM 322-3 (BC=3)****(3-0) 15 weeks****Human Sexuality**

An inquiry into the nature of sexual behaviour, its personal and cultural sources and its personal, familial, societal and educational implications. The focus of this class is to prepare future teachers to instruct sexuality education curriculum and to provide background knowledge which will help teachers understand children's growth and development as it pertains to human sexuality.

## Film

**FILM 201-3 (BC=4)****(3-2) 15 weeks****Introduction to Film: Film Art**

This introductory film art course surveys the formal development and production value of cinema, providing a basic knowledge of genre, form, style, and theory based on the close study of selected titles from the silent era to the present day. Its mandate is to theorize film production and analyze film reception within a technical and aesthetic framework.

Co-requisite: 6 credits of 200 Level English

**FILM 202-3 (BC=4)****(3-2) 15 weeks****Introduction to Film: Film History**

This introductory film course surveys the historical development and social value of cinema, providing a basic knowledge of national schools, production eras, and ideological trends based on the close study of selected titles from the silent era to the present day. Its mandate is to theorize film production and analyze film reception within a historical and cultural framework.

Co-requisite: 6 credits of 200 Level English

**FILM 301-3 (BC=4)****(3-2) 15 weeks****Topic in Film Genre**

This course provides students with an overview of the style, narrative patterns, historical evolution, and cultural mythologies of a selected film genre, such as the musical, the western, horror, or children's film

Prerequisites: FILM 201 or 202; 6 credits of 200 Level English; or consent of the department.

## Financial Services

**FINS 180-3 (BC=3)****(3-0) 15 weeks****Financial Products and Services**

This course provides a conceptual knowledge base, which allows students to analyse and explain a wide variety of financial products and services available to banking customers. This background is set against an analysis of the role of money and products/services in the economy. The primary focus is the ability to analyse, compare, and explain different products and services as they relate to the customers' varied needs.

**FINS 280-8 (BC=8)****(8-0) 500 hours over 16 weeks****Financial Services Work Experience**

This course provides an opportunity for students to work in the financial services industry and apply knowledge learned in their first year. Students will be exposed to a variety of entry level positions. This course offers students paid work experience selling personal financial products. Consult the program coordinator for details.

Prerequisite: FINS 180 or consent of department.

**FINS 281-3 (BC=3)****(3-0) 15 weeks****Investment Funds in Canada (IFIC)**

The Investment Funds in Canada course provides an in depth look at the fundamentals of mutual funds and related investment products in Canada. Students who successfully complete the course requirements for FINS 281 Investment Funds in Canada (IFIC) are eligible to take the IFIC exam administered by The Institute of Canadian Bankers. A minimum of 60% must be achieved on the IFIC examination in order to register for a mutual funds license. Students are allowed three attempts at the exam before having to repeat the course.

Prerequisite: FINS 180 or consent of department.



**FINS 282-3 (BC=3)****(3-0) 15 weeks****Retail Credit in Canada**

This course begins with an overview of the six fundamentals of credit. Various retail credit products, such as secured and unsecured loans, lines of credit and mortgages, will be discussed. Time value of money concepts will be used to calculate loan payments and compare interest costs. The case study method will be used to develop students' understanding of sound borrowing decisions.

Prerequisite: FINS 180 or consent of department.

**FINS 284-3 (BC=3)****(3-0) 15 weeks****Fundamentals of Personal Finance**

The Fundamentals of Personal Finance addresses communication techniques and relationship building skills. The course covers preparation, analysis and understanding of personal financial statements; preparing a debt and cash management plan; time value of money concepts in financial calculations, and economic theory as it applies to personal finance.

Prerequisite: FINS 180 or consent of department.

**FINS 286-3 (BC=3)****(3-0) 15 weeks****Insurance in Canada**

Term and whole life, disability, accident, critical illness, and creditor insurance contracts will be studied. The course will also review how these products are underwritten by bank and non-bank insurers and coordinated with government benefits. Students will write the Life License Qualification Program (LLQP) exam at the end of the course as offered by the IFIC.

Prerequisite: FINS 281

**FINS 287-3 (BC=3)****(3-0) 15 weeks****Advanced Financial Planning**

This course integrates the knowledge and skills gained in the core curriculum of the Diploma in Financial Services program. Students will apply their skills and knowledge in the development of a comprehensive financial plan, as well as, other integrative activities throughout the course.

Prerequisite: FINS 281, 282, BADM 260 or consent of department.

**FINS 320-3 (BC=3)****(3-0) 15 weeks****Select Topics in Financial Services**

Specialized areas of knowledge in financial services that allow students to gain a broader understanding of the diverse needs of the financial services industry, its management and its customers. Course offering and specific topics depend on availability of a qualified instructor with the required skills and experience.

**FINS 321-3 (BC=3)****(3-0) 15 weeks****Select Topics in Financial Services**

Specialized areas of knowledge in financial services that allow students to gain a broader understanding of the diverse needs of the financial services industry, its management and its customers. Course offering and specific topics depend on availability of a qualified instructor with the required skills and experience.

## French

Note: 100-level language courses are intended for students with little or no background in the language. Students who have high school matriculation in the language, or who are taking a 100-level course to meet a university's matriculation requirements, may be denied transfer credit. Check the Transfer Guide and with the university.

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**FREN 101-3 (BC=4)****(4-1) 15 weeks****Beginners' French**

For students without any French or with French 10. Comprehension, speaking, reading, and writing. The oral aspect of the language is stressed in class.

**FREN 102-3 (BC=4)****(4-1) 15 weeks****Beginners' French II**

For students who have taken French 20 or FREN 101. The oral aspect of the language is stressed in class. The course will prepare you for university-level courses.

Prerequisite: French 20 or FREN 101 or equivalent or consent of the Department.

**FREN 202-3 (BC=4)****(4-1) 15 weeks****Intermediate French I**

Spoken and written French, including grammar, composition, literature, and conversation. The literature includes works of modern authors.

Prerequisite: French 30, FREN 102 or equivalent.

**FREN 203-3 (BC=4)****(4-1) 15 weeks****Intermediate French II**

A continuation of FREN 202. Further development of spoken and written French, including grammar, composition, literature and conversation. The literature includes works of modern authors.

Prerequisite: FREN 202, Français 30 or equivalent.

Note: Students presenting French Language Arts 30 or Français 30 may apply for advanced placement directly into French 203. Those wanting credit for French 202 may apply to challenge the course; in that case the challenge must be completed before starting FREN 203. Those presenting IB French HL or SL with a grade of 6 or higher will receive credit as per page 28.

**FREN 302-3 (BC=4)****(4-0) 15 weeks****Advanced French I**

To further develop written and oral skills learned in FREN 202-203 or an equivalent, with an emphasis on presentation grammar, composition and literary elements. Conversation activities are included in the course.

Prerequisite: FREN 200, FREN 203 or equivalent.

**FREN 303-3 (BC=4)****(4-0) 15 weeks****Advanced French II**

A continuation of FREN 302. Further development of reading, written and oral skills with an emphasis on presentation grammar, composition and literary analysis. Conversation activities are included in the course.

Prerequisite: FREN 302

**FREN 353-3 (BC=3)****(3-0) 15 weeks****Introduction to French Canadian Literature**

Literary expression in French Canada, from its origins to the present time. A historical approach.

Prerequisite: FREN 200 or FREN 203 or consent of the Department.



**FREN 354-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to French Canadian Literature**

Continuation and complement to FREN 353. A textual approach with emphasis on the problems of literary analyses.

Prerequisite: FREN 200 or FREN 203 or consent of the Department.

## General Engineering Technology

(open to Engineering Technology students only)

**GET 100-2 (BC=2)**  
**(2-0-0) 15 weeks**  
**Professional Practice**

Explore major topics related to the Engineering Technology profession including its history in North America and Europe, the role of the technologist, public and workplace safety, ethical and legal issues and principles of sustainability, industrial hygiene, time management and study skills, career paths and professional development.

**GET 105-3 (BC=3)**  
**(3-1-0) 15 weeks**  
**Engineering Communications**

Use industry standard software tools to collect, summarize and organize data in order to aid in critical decision making processes. Employ professional presentation and communication skills to exchange data and information in a variety of ways.

**GET 110-3 (BC=3)**  
**(3-1-1) 15 weeks**  
**Math and Differential Calculus**

Apply the fundamental principles and operations of algebra, geometry, trigonometry, nonlinear equations, systems of equations using matrices and determinants and differential calculus by using real life examples and systems.

**GET 115-3 (BC=3)**  
**(3-1-1) 15 weeks**  
**Advanced Calculus**

Extend the understanding of calculus to include integration techniques and applications, differential equations, Maclaurin and trigonometric Fourier series, Laplace transforms and inverse Laplace transforms.

Prerequisites: GET 110

**GET 120-2 (BC=2)**  
**(2-0-0) 15 weeks**  
**Statistics**

Examine the main concepts and techniques of statistical theory and their application to process control, quality assurance, data collection, summarization, and presentation. Probability distributions, point and interval estimation, hypothesis testing, correlation, regression analysis, quality control and control charts will also be covered.

**GET 125-2 (BC=2)**  
**(2-1-1) 15 weeks**  
**Microcontroller Applications I**

Develop C programming skills by learning fundamental concepts such as data types, decision making, loops and recursion, functions and subroutines, software libraries, debugging methods, structured design, documentation and the software life cycle using microcontrollers.

## Genetics

**GENE 370-3 (BC=3)**  
**(3-0) 15 weeks**  
**Foundations of Molecular Genetics**

A detailed look at the genetics of microorganisms. Experiments on bacteria and viruses are used to examine concepts such as fertility, genetic fine structure, mutagenesis, DNA repair, DNA replication and the control of gene expression.

Prerequisite: BIOL 317.

**GENE 375-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Genetics of Higher Organisms**

A survey of the principles of genetics of eukaryotes. Gene structure and function. Mendelian genetics. Cytoplasmic inheritance. Cytogenetics. Biochemical genetics. Developmental genetics. Emphasis is on examples from human genetics.

Prerequisite: BIOL 317.

## Geography

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**GEOG 230-3 (BC=4)**  
**(3-0-2) 15 weeks**

**Introductory Physical Geography**

Geomorphology: the nature and formation of major landform features of the earth's surface. Rock weathering and slope movements; landforms developed by the erosion and deposition processes of rivers, glaciers, winds, waves, and currents. A field trip may be offered. Relevant environmental issues will be addressed.

**GEOG 231-3 (BC=4)**  
**(3-0-2) 15 weeks**

**Introductory Physical Geography II**

Atmosphere and biosphere. Physical elements of weather and climate. Causes, changes, and patterns of weather. Climate classification. How climate, soils, and vegetation are interrelated. Relevant environmental issues will be addressed.

Note: GEOG 230 does not have to precede GEOG 231.

**GEOG 250-3 (BC=3)**  
**(3-0) 15 weeks**

**Spatial Organization of Human Activity**

Introduction to the concepts of relative location, spatial interaction and spatial organization of human activity in both rural and urban settings; geographical theories and techniques.

**GEOG 251-3 (BC=3)**  
**(3-0) 15 weeks**

**Introduction to Cultural Geography**

This introductory course will focus on basic concepts in human geography, the human environment, sustainability and development, population dynamics, migration, economic development, settlement patterns, cultural landscapes, the political world, industrialization, transportation, environmental change and other topics of current interest.

Based on lectures as well as hands-on classroom assignments, this course will enable students to acquire problem-solving and basic analytical skills widely applied in geography.

**GEOG 381-3 (BC=3)****(3-0) 15 weeks****Geography of Canada**

The regional geography of Canada. Canada's physical features and how they have affected the country's history and development. The concept of geographic regions. Patterns and characteristics of these regions, with selected detailed studies.

Prerequisite: A previous course in Geography is strongly recommended.

**GEOG 382-3 (BC=3)****(3-0) 15 weeks****World Regional Geography**

This course is a study of the major world regions. Each region is examined in terms of its distinguishing features as well as its functional connectedness to other regions through processes like globalization. Regional trading blocs, growing environmental issues, access to, and use of resources, diasporas and transnationalism, and, increasing developed-developing country disparities are key issues that are addressed within the framework of the 'regional approach' to spatial analysis.

**GEOG 393-3 (BC=3)****(3-0) 15 weeks****The Geography of Cities**

This introductory course will focus on how cities have evolved as they have, in their spatial and social structure, institutions and attitudes; understanding the historical processes and patterns by which cities have become simultaneously, the products and shapers of economic, social, political and technological change; studying demographic change and its effects on city internal structure and land use patterns; analysing the forces and factors that influence neighbourhood choice and growth; understanding the interrelationship between economic and social change within an urban context; and also comprehending the mechanisms of city systems.

## Health Care Aide

**HCA 141-3 (BC=3)****(49 class hours/12 lab hours)****Working Safely and Effectively as a HCA**

Understanding the role and responsibilities of the Health Care Aide program, relevant legislation, client and workplace safety, focusing on knowledge and skills required to maintain safety for the client and staff member in the care environment.

**HCA 142-2 (BC=2)****(19 class hours/6 lab hours)****Communication in a Health Care Environment**

Communicate effectively as a member of the health care team. You will learn communication strategies to overcome barriers of sensory loss due to disease and aging.

**HCA 143-3 (BC=3)****(36 class hours)****Structure and Function of the Human Body-Health and Chronic Illness**

You will gain understanding of the systems of the human body and the impact of developmental stages and chronic conditions.

**HCA 144-4 BC=4)****(34 class hours/31.5 lab hours)****Providing Client Care and Comfort**

Develop advanced skills to assist clients with personal grooming and hygiene, and movement.

**HCA 145-2 (BC=2)****(11 class hours/25 lab hours)****Meeting Complex Care Needs**

Advanced skills for Health Care Aides which support care activities such as: ostomy care, respiratory care, catheter care, measuring vital signs, assisting with specimen collection and assisting with tube feedings.

**HCA 146-1 (BC=1)****(6 class hours/12 lab hours)****Assisting with Medication Delivery**

Understand the role and responsibility of the Health Care Aide in assisting with the delivery of medication to clients.

**HCA 147-3 (BC=3)****(48 class hours)****Special Activities for Diverse Clients**

Develop skills for assisting with diverse care needs of clients. Understand care required for clients with a diagnosis of dementia and examine personal feelings and experiences as related to our aging population.

**HCA 122-4 (BC=4)****(120 hours clinical practice)****Health Care Aide Supervised Clinical Practice**

Clinical practice in the role of the health care aide, supervised by an instructor, in an institutional setting.

**HCA 123-3 (BC=3)****(80 hours)****Health Care Aide Preceptored Clinical Practice**

Preceptored clinical practice in the role of the health care aide in institutional setting.. Prerequisites: HCA 141, 142, 143, 144, 145, 145, 147 and HCA 122

## History

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**CLAS 209-3 (BC=3)****(3-0) 15 weeks****Early World History I**

The beginnings of civilization to circa A.D. 600. Special emphasis is placed on Ancient Greek and Roman culture, mythology, religion and history. Students will be introduced to the daily life and historical importance of these two cultures.

**CLAS 320-3 (BC=3)****(3-0) 15 weeks****Roman History**

The study of late Republican Rome and the Imperial period, using Roman Historians of the time as source material.

**HIST 207-3 (BC=3)****(3-0) 15 weeks****Early Modern World History 1450-1789**

Survey of world history from the fall of Constantinople in 1453 to onset of the French Revolution in 1789. Topics may include: Protestantism and religious warfare, changing state and social structures, witchcraft, exploration and European encounters with other continents, and changes to statecraft.

**HIST 208-3 (BC=3)****(3-0) 15 weeks****The World Since 1789**

Survey of world history since the French Revolution. Topics may include industrialization, nationalism and imperialism, the two World Wars, the Russian Revolution, the Cold War, and the march towards globalization.

**HIST 209-3 (BC=3)****(3-0) 15 weeks****Pre Modern World History**

A history of the world from the sixth century to the mid-fifteenth century. This course deals with the barbarian invasions and the collapse of the classical empires in Europe, China, and India; the expansion of universal religions of Buddhism, Hinduism,

Christianity; the birth of Islam and the early Islamic Empires; the Crusades; the Turko-Mongol Empires; the silk routes and the effect of trade and commerce on Europe and Asia, and the origins of European expansion into the rest of the world.

**HIST 301-6 (BC=6)**

**(3-0) 30 weeks**

**European History Since the Renaissance**

A survey of European history from 1500 to the present. Emphasis is on the political, economic, social and cultural development of European civilization as a whole.

**HIST 311-6 (BC=6)**

**(3-0) 30 weeks**

**International Relations in the 20th Century**

The impact of ideologically based foreign policies on international relations since World War I.

**HIST 314-3 (BC=3)**

**(3-0) 15 weeks**

**Europe in the Era of the World Wars, 1900-1945**

An overview and analysis of Europe from the heyday of imperialism at the turn of the twentieth century to the end of World War II. Topics may include social, political, and economic development, the two World Wars and the Great Depression. Recommended preparation: HIST 208.

**HIST 315-3 (BC=3)**

**(3-0) 15 weeks**

**Europe in the Era of the Cold War, 1942-1991**

Europe from World War II to the end of the twentieth century. Topics may include the economic and social reconstruction of Eastern and Western Europe, decolonization, the emergence of two ideological blocs, political, cultural, and social changes, the warming of international relations, the end of the Cold War in the 1990s, and the uncertainty that followed. Recommended preparation: HIST 208

**HIST 320-3 (BC=3)**

**(3-0-0) 15 weeks**

**Europe in the Eighteenth Century: The Age of Enlightenment**

An examination of social, cultural, intellectual, and political history of Europe in the eighteenth century. Topics may include: warfare, the Enlightenment, challenges to the old regimes, the French Revolution; and European based Empires. Students with credit in HIST 301 cannot take this course for credit.

**HIST 321-3 (BC=3)**

**(3-0-0) 15 weeks**

**Europe in the Nineteenth Century: The Age of Ideologies and Revolution**

An examination of social, political, cultural, and intellectual history of nineteenth-century Europe. Topics may include: the emergence of new ideologies; the age of revolutions; Napoleonic France; rise of nationalism; and colonial warfare. Students with credit in HIST 301 cannot take this course for credit.

**HIST 325-3 (BC=3)**

**(3-0) 15 weeks**

**Science and Religion from 1500 to the Present**

A survey of the interaction between science and religion from the Scientific Revolution to contemporary issues. Topics may include: reactions to Copernican astronomy, Isaac Newton's religion beliefs, Darwinian Evolution, Creationism, the Big Bang, the human soul, and extraterrestrial inspired religions.

**HIST 327-3 (BC=3)**

**(3-0) 15 weeks**

**The European Witch Craze**

A history of the intellectual, cultural, social, and theological origins, development, and decline of witchcraft in early-modern Europe. This course will be a combination of lectures and discussions.

**HIST 330-3 (BC=3)**

**(3-0) 15 weeks**

**History of Health and Healing**

Survey of health traditions around the world in historical times. Spiritualistic and scholarly healing traditions. The transition towards modern ideas about the body and healing, and holism. Relations among healing practitioners. Social, cultural, and political attitudes and practices towards health and healing.

**HIST 333-3 (BC=3)**

**(3-0) 15 weeks**

**A Social History of England from 1815 to 1914**

This course will examine the everyday life of the English people within the context of early industrial society. The course will place specific emphasis on the development of social class and examine how aspects of everyday life contributed to defining these social groups. Special attention will be placed on social legislation, urban and suburbanization, sport and leisure practices, education and literacy, and popular protest and political reform.

**HIST 334-3 (BC=3)**

**(3-0) 15 weeks**

**A Social History of England from 1918 to the Present**

This course will examine the everyday life of the English people within the context of the modern state. The course will place special emphasis on the emergence of a consumer culture, the Welfare State, mass media, and changing class perceptions. Special attention will be placed on popular culture, the relationship to work and leisure, social legislation, political protest and Thatcherism and the New Conservatives.

**HIST 349-6 (BC=6)**

**(3-0) 30 weeks**

**The British Empire and Commonwealth**

The analysis of British Imperialism from the Old to the New Empires to the establishment of the Commonwealth. This course treats imperialism as a dialectic and examines the process from the point of view of both the imperial and host nations. Emphasis is placed on India, the West Indies, North America and Africa. The course is a combination of seminar and lecture.

**HIST 351-3 (BC=3)**

**(3-0-0) 15 weeks**

**History of the British Empire**

Introduction to the social, intellectual, cultural, and political history of the British Empire from its origins to 1997. Empire will be examined both from a British and colonial perspective. Students with credit in HIST 349 cannot take this course for credit.

**HIST 361 (BC=3)**

**(3-0) 15 weeks**

**The United States to 1865**

Survey of the United States from the first colonial settlements to the end of the Civil War. Topics may include: development of an American identity, the Revolutionary War, the rise of the slave economy in the south, the struggle to define the republic, and the Civil War. Students with credit in HIST 360 cannot take this course for credit.

**HIST 362-3 (BC=3)**

**(3-0) 15 weeks**

**The United States since 1865**

Survey of the United States from the end of the Civil War to the present. Topics may include: the impact of industrialization, imperialism, racial inequalities, World War One and World War Two, youth culture and the 1960s, and the era of the Cold War. Students with credit in HIST 360 cannot take this course for credit.

**HIST 372-3 (BC=3)****(3-0) 15 weeks****The Prairie West Since 1870**

The Prairie region as part of the Dominion of Canada. The West and Confederation. The impact of the railway. The National Policy. Settlement. Developing a regional identity. Western alienation.

**HIST 373-3 (BC=3)****(3-0) 15 weeks****Canadian History to 1867**

Canada's colonial era. The discovery and settlement of the regions that would be united in the Dominion of Canada in 1867. The development of social and political institutions. This course and HIST 374 provide a complete survey of Canadian history and a foundation for senior and advanced courses in this field.

**HIST 374-3 (BC=3)****(3-0) 15 weeks****A History of the Dominion of Canada**

A survey of the efforts to create a nation-state that controlled the northern half of the North American continent. The National Policy. The nature of a Canadian identity. Canada among the community of nations. Threats to the country's survival posed by regionalism, separatism, and the influence of the United States.

**HIST 377-3 (BC=3)****(3-0) 15 weeks****20th Century Canada**

The impact of industrialization on Canada and Canada's role in international affairs in the 20th century. Canada and the two World Wars. The growth of federal power. Canada as a northern nation. Quebec nationalism. Western alienation.

**HIST 379-3 (BC=3)****(3-0) 15 weeks****The First Nations and Canada**

The First Nations and their relations to the peoples of European origin who came to live on the territory that is Canada today, and who have reshaped its geography, culture, and governance. Issues may include colonization, the establishment of the treaty system, assimilation policies, and the revival of Aboriginal political awareness. Recommended preparation: 3 credits in Canadian History.

## Hospitality and Tourism Management

**HOSP 202-4 (BC=4)****(4-0) 15 weeks****Accounting for Non-financial Managers**

Introductory hospitality financial accounting including the basic structure of accounting, the accounting information system, and generally accepted accounting principles.

**HOSP 203-3 (BC=3)****(3-1) 15 weeks****Front Office Procedures**

Presents a systematic approach to front office procedures by detailing the flow of business through a hotel, from the reservation process to check-out and settlement. Training is provided on current front office software.

**HOSP 204-2 (BC=2)****(1.5-0) 15 weeks****Guest Room Management**

Addresses management responsibilities of the Executive Housekeeper such as staffing, purchasing, planning and controlling expenses. Other topics include guest room design, amenities, and current guest room issues.

**HOSP 205-1 (BC=1)****(1-0) 15 weeks****Security and Emergency Management**

Current security issues related to the hospitality industry including procedures relating to physical security, emergency management and overall protection of guests and asset protection.

**HOSP 206-3 (BC=3)****(3-0) 15 Weeks****Hospitality Marketing**

Concepts relating to product, price, place and promotion will be covered in this consumer based approach to marketing. This course includes the development of a strategic marketing plan for a Tourism operation.

**HOSP 208-3 (BC=3)****(3-0) 15 weeks****Hospitality Sales and Advertising**

Provides a theoretical and practical background in Hospitality sales and advertising. Focuses on practical sales techniques, proven approaches for selling to targeting markets, and role of advertising in sales.

Prerequisite: HOSP 206

**HOSP 213-3\* (BC=3)****(3-1.5) 15 weeks****Computers**

This is a self-directed course covering an introduction to computers together with word processing, spreadsheet and presentation applications. This course will provide a foundation of computer literacy for the hospitality and tourism industry.

\*The course is designed as a self-directed course but a mandatory seminary is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: None

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**HOSP 214-3 (BC=3)****(3-0) 15 weeks****Food, Beverage and Labor Cost Controls**

An emphasis on establishing effective food, beverage and labor cost controls. Includes budgeting, setting operational standards, receiving, storing, issuing, production controls and labor cost management.

**HOSP 215-2 (BC=2)****(1.5-0) 15 weeks****Food Safety and Sanitation Management**

Various sanitation and food-related health hazards are discussed. Effective strategies for preventing outbreaks of food-borne illnesses are developed based on the Alberta Environmental Health standards.

**HOSP 220-2 (BC=3)****(1-3) 15 weeks****Basic Food Preparation**

An introduction to basic restaurant food preparation techniques including food storage, food safety, pre-preparation and plate presentation. This course addresses menu items similar to those prepared in fast food and casual dining establishments.

**HOSP 221-2 (BC=3)****(1-3) 15 weeks****Basic Dining Room Service**

An introduction to dining room service emphasizing the development of professional service skills. Includes electronic point-of sales training, hosting, stewarding and barista duties in an actual food service setting.



**HOSP 226-2 (BC=2)****(1.5-0) 15 weeks****Menu Planning and Design**

Covers practical menu design issues including item selection, pricing, design and layout. Also covers the application of specialized menu design software and menu evaluation tools.

**HOSP 228-2 (BC=2)****(1.5-1.5) 15 weeks****Bar and Beverage Management**

An overview of beverage operations and basic bartending. Topics include product manufacturing, procuring, storing, issuing, inventory management and Alberta Liquor laws. Lab experience offers practical experience in bartending duties with an emphasis on mixology.

**HOSP 230-2 (BC=2)****(1.5-0) 15 weeks****Introduction to Wine**

An introduction to wines from various regions of the world. Includes viniculture, wine production techniques, selection, wine tasting and evaluation. Matching wine with food and cellar management are also covered.

**HOSP 233-2 (BC=2)****(1.5-0) 15 weeks****Quality Service Integration**

Assess customer needs and develop business strategies that result in service excellence. Create procedures that integrate Quality Customer Service into all aspects of the guest experience.

**HOSP 236-3 (BC=3)****(3-0) 15 weeks****Hospitality Management Accounting**

The use of accounting information in managerial decision-making. Topics include financial statement analysis, ratio analysis, pricing, cost management, cost-volume-profit relationships, budgeting, variance, cash flow analysis and cash management. Prerequisite: HOSP 202

**HOSP 239-3 (BC=3)****(3-0) 15 weeks****Food Purchasing and Production**

Theory related to selection, composition, preparation and storage of various food items. Food trends, kitchen equipment, kitchen design and recipe development will also be discussed.

**HOSP 240-3 (BC=3)****(3-0) 15 weeks****Hospitality Human Resource Management**

Issues involved in the transition from employee to supervisor. Topics include how to build effective teams, improve interpersonal skills, deal with conflict, and motivate staff. Human Resource Management issues such as staffing, recruiting, selection of staff, compensation, benefits and labor relations are also discussed.

**HOSP 241-1 (BC=1)****(1-0) 15 weeks****Strategic Career Development I**

An introduction to the Hospitality & Tourism work environment. Examine job profiles, identify career goals and strategies, develop job search skills, prepare resumes and cover letters, understand employee/employer relationships and learn effective interview techniques.

**HOSP 242-1 (BC=1)****(1-0) 15 weeks****Strategic Career Development II**

Develop career goals and objectives, refine job search skills, prepare job-specific resumes and cover letters, create personal profiles, complete an industry career analysis and enhance interview performance.

**HOSP 243-1 (BC=1)****(1-0) 15 weeks****Workplace Safety & Responsibility**

First-aid/CPR, WHMIS and ProServe certification.  
Note: This course will be graded as CR/NCR (credit/no credit).

**HOSP 244-1 (BC=1)****(up to 25 required hours)****Introduction to Hospitality Services and Facilities**

Experience and evaluate a selection of Hospitality and Tourism facilities. The focus is on the analysis of the services and operations from a guest perspective.  
Note: This course will be graded as CR/NCR (credit/no credit)

**HOSP 303-3 (BC=3)****(3-0) 15 weeks****Convention and Event Management**

Defines the scope and segmentation of the convention and event market, describes marketing and sales strategies to attract these markets, and explains techniques to meet their needs. Includes the application of specialized space configuration software.

**HOSP 306-3 (BC=3)****(3-0) 15 weeks****Accommodation and Restaurant Law**

Provides an overview of contract law, tort law, labour laws, and human rights as each relates to the hospitality industry. Additional topics include: insurance, licensing, the Public Health Act, the Liquor Control Act, and the Alberta Innkeepers Act.

**HOSP 308-3 (BC=3)****(3-0) 15 weeks****Tourism Operations**

An introduction to Global Tourism. Concepts include the psychology of travel, the role of governments and industry associations as well as the marketing and business operations of various tourism sectors.

**HOSP 312-3 (BC=3)****(3-0) 15 weeks****Operations and Entrepreneurship**

The capstone course in the program. A project based course that encompasses the application of practical skills in entrepreneurship: planning, organizing, leading, controlling, problem solving and business operations.

Prerequisite: HOSP 318

**HOSP 313-3 (BC=3)****(3-0) 15 weeks****Advanced Computers for Hospitality Management**

Develop intermediate and advanced word processing, spreadsheet, desktop publishing, and/or presentation software skills using current software applications. Emphasis will be placed on the application of skills as they relate to marketing, accounting, human resources and entrepreneurship.

Prerequisite: HOSP 213

**HOSP 318-3 (BC=3)****(3-0) 15 weeks****Contemporary Hospitality Management Theory**

An examination of contemporary management issues in the Hospitality & Tourism industry. Topics include the role of management in today's business environment, internal and external driving forces, basic organizational design, fundamentals of planning, foundations of decision making, managing change and innovation, management implications of a diversified workforce, techniques for effective critical analysis, social responsibility and ethics.



**HOSP 320-2 (BC=2)**  
**(8 hours class - 64 hours lab) 9 weeks**  
**Fine Dining Service**

A practical experience to enhance fine dining service skills including American and French service styles as well as professional wine service.

Prerequisite: HOSP 221

**HOSP 321-1 (BC=1)**  
**(0-4) 15 weeks**  
**Beverage Operations**

Management and operation of a Cocktail Lounge. Includes practical experience in the role of General Manager, Event Coordinator, Kitchen Manager, Bar Manager and Beverage Server. The focus is on planning, supervising and the control systems in a beverage outlet.

Prerequisite: HOSP 228

**HOSP 322-2 (BC=2)**  
**(8 hours class - 64 hours lab) 9 weeks**  
**Fine Dining Food Preparation**

Advanced food preparation techniques, detailed plate presentation and intricate food combinations. Includes a selection of complex menu items typically found in fine dining establishments throughout North America.

Prerequisite: HOSP 220

**HOSP 328-2 (BC=2)**  
**(1-2) 15 weeks**  
**Electronic Marketing for Hospitality and Tourism**

Delivering Hospitality & Tourism goods and services via the World Wide Web. Topics include electronic communication in the inventory, exchange, advertisement, distribution and payment of goods and services. The major focus is the understanding of effective web page design as it relates to hospitality-based business.

Prerequisite: HOSP 206, 213

**WKEP 230-4 (BC=2)**  
**(240 required hours)**  
**1st Year Field Work**

The application of knowledge, skills and abilities acquired in the first year of studies. Securing a position in the Hospitality & Tourism industry is required. This position is subject to College approval. Supervision and continuing employment is at the total discretion of the employer. The employer will be required to submit an assessment of the student. The student must complete at least 240 hours of field work experience. This field work must begin after having satisfied **all other graduation requirements** and be completed within six months.

Prerequisites: HOSP 220, 221 and 241

Note: This course will be graded as CR/NCR (credit/no credit)

**WKEP 330-4 (BC=2)**  
**(240 required hours)**  
**2nd Year Field Work**

Critical analysis of work place management and operations. Securing a position in the Hospitality & Tourism industry is required. This position must be directly related to the career goals and aspirations as determined in HOSP 242 and is subject to College approval. Supervision and continuing employment is at the total discretion of the employer. The employer will be required to submit an assessment of the student. The student must complete at least 240 hours of field work experience. This field work must begin after having satisfied **all other graduation requirements** and be completed within six months.

Prerequisites: HOSP 242 & 312

Note: This course will be graded as CR/NCR (credit/no credit).

## Information Technology

**ITEC 100-1 (BC=1)**  
**(1-0) 15 weeks**  
**IT Service Desk**

An introduction to the Information Technology Service Desk. Topics include client interaction, e-mail and telephone etiquette, common office productivity software (word processors, spreadsheets, databases), project management software, contact management software, and organizer/scheduling software.

**ITEC 105-2 (BC=2)**  
**(2-0) 15 weeks**  
**Discrete Mathematics**

Organization of number systems. Develops skills in using and converting number systems. Topics include Boolean algebra and its uses, set theory, logic statements and computer circuitry.

**ITEC 110-2 (BC=2)**  
**(3-3) 7.5 weeks**  
**Computer Hardware**

Theory, operation, configuration, and troubleshooting of devices associated with desktop and mobile computer systems. Topics include operational theory of common internal system components and peripheral devices, component research, operating system installation, troubleshooting using diagnostic software, and effective configuration/repair documentation.

**ITEC 115-2 (BC=2)**  
**(3-3) 7.5 weeks**  
**Operating Systems**

Operational theory of modern computer operating systems. Topics include operating system architectures, concurrency issues, protection and security fundamentals, investigation of tools and diagnostic services both graphical and command-line based.

**ITEC 120-2 (BC=2)**  
**(3-3) 7.5 weeks**  
**Computer Networking**

The latest concepts in Local Area Network (LAN) technologies. Comprehensive introduction to networking concepts. Topics include OSI Model and technologies, components, and protocols found in today's LAN environment, effective configuration/troubleshooting documentation.

**ITEC 122-1 (BC=1)**  
**(1.5-1.5) 7.5 weeks**  
**Wireless Technology**

Operational theory, configuration and troubleshooting of 802.11 x LAN wireless systems. Topics include wireless protocols and standards, wireless network planning, troubleshooting techniques, signal propagation issues, fundamental understanding and configuration of typical security protocols.

Prerequisite: ITEC 120

**ITEC 124-2 (BC=2)**  
**(3-3) 7.5 weeks**  
**TCP/IP**

TCP/IP based networks comprising the TCP/IP protocol suite. Topics include IP, ICMP, TCP, UDP protocols; IP subnetting, CIDR, overview of application layer protocols, emerging network technologies, design and configuration of a typical LAN, network troubleshooting and protocol analysis.

Prerequisite: ITEC 120

**ITEC 126-1 (BC=1)**  
**(1-0) 15 weeks**  
**VoIP**

Voice over IP (VoIP) telephony systems and applications. Topics include VoIP operational theory, protocols and standards, QoS management, comparisons to other telephony technologies, VoIP applications, WAN-based VoIP integration; interoperability with data networks, security issues, design, configuration, troubleshooting of a LAN-based VoIP network system.

Co-requisite: ITEC 124

**ITEC 128-2 (BC=2)****(4-0) 7.5 weeks****Wide Area Networks**

Topics related to wide area networking (WAN) including telecommunication infrastructures, frame relay, ISDN, xDSL, and international and emerging WAN technologies.

Prerequisite: ITEC 124

**ITEC 130-2 (BC=2)****(3-3) 7.5 weeks****Security I**

Network security issues, principles, and applications. Topics include threat analysis, security principles and techniques, user/system authentication, common data encryption techniques, secure network topologies, remote access security, packet analysis, security audits, security reports, ethical hacking techniques, security support research, and security software review.

Prerequisite: ITEC 124

**ITEC 140-2 (BC=2)****(3-3) 7.5 weeks****Desktop Operating Systems**

Introduction to various desktop operating systems found in today's networked business environment. A practical course that provides students with experience installing, configuring, optimizing, and troubleshooting various operating systems. Co-requisite: ITEC 115

**ITEC 145-2 (BC=2)****(3-3) 7.5 weeks****Server Configuration**

Planning, configuration, and troubleshooting of server systems. Topics include hardware selection, active directory configuration, managing users/groups, domain management, configuring DHCP and DNS services, printing support, data backup/recovery procedures, and system diagnostic/recovery tools.

Prerequisite: ITEC 140

**ITEC 150-2 (BC=2)****(3-3) 7.5 weeks****Structured Programming**

Software design principles and problem solving using structure programming. Topics include the development of algorithms, the representation of data, the syntax of a high level procedural programming language, basic data types and control structures. Includes coding, compiling, debugging and documenting programs.

**ITEC 153-2 (BC=2)****(3-3) 7.5 weeks****Visual Programming**

Introduction to developing applications for the Windows environment. Topics include graphical user interfaces, event driven strategies, input validation, file processing, database applications, and using classes. Visual Studio is currently used as the programming tool.

Prerequisite: ITEC 150

**ITEC 156-2 (BC=2)****(3-3) 7.5 weeks****Object Oriented Programming**

Includes problem analysis, designing algorithms, and implementing solutions to these problems. Programming topics include object-oriented design, data types and abstraction, classes, method design, interfaces, inheritance, polymorphism, exception handling, user interfaces and recursion.

Prerequisite: ITEC 150

**ITEC 160-2 (BC=2)****(3-3) 7.5 weeks****Web Design**

Topics include web page authoring and design techniques using XHTML and Cascading Style Sheets, the design of effective Web pages including page layout, user interface design and graphic design, and using Visual Basic and ASP.Net technologies to construct dynamic web content with the goal of creating a basic e-Commerce web site.

Prerequisite: ITEC 153

**ITEC 163-1 (BC=1)****(3-3) 4 weeks****Web Client**

Introduction to client-side programming techniques to develop dynamic web pages. Using JavaScript, the student programs objects, manipulates arrays, handles cookies, and validates web forms. The Document Object Model (DOM) and dynamic HTML (DHTML) is used to manipulate server generated content and enhance the user experience.

Prerequisite: ITEC 160

**ITEC 166-1 (BC=1)****(3-3) 4 weeks****Web Server**

Extension of the concepts developed in ITEC 160. Development of server generated web pages and database interaction using open source tools, such as PHP for the server-side programming and MySQL for the database. Real-world projects highlighting good

program design to create practical web applications. Set up and maintenance of an open source Apache Web server.

Prerequisite: ITEC 160

**ITEC 170-4 (BC=4)****(3-3) 15 weeks****Systems Analysis and Design**

Tools, techniques, and methods for analyzing and designing integrated database systems that solve business problems. Data modeling and object modeling techniques implemented using relational database technology. Introduction of process modeling techniques and joint application design methodologies. Exposure to CASE tools to help in the design and documentation process.

**ITEC 175-2 (BC=2)****(3-3) 7.5 weeks****Object-Oriented Analysis and Design**

Introduction to the analysis and design of object-oriented applications using the Unified Modeling Language (UML). Students will also construct some of the models that are developed.

Prerequisite: ITEC 156, ITEC 170

**ITEC 180-1 (BC=1)****(1-0) 15 weeks****Career Skills**

Preparation for field work experience and soft-skills essential for industry employment success. Topics include information technology sectors, emerging trends, soft-skill identification, continuing education strategies, portfolio development, entrepreneur resources, employment search strategies, resume design, and interview skills.

**ITEC 190-2 (BC=2)****(2-0) 15 weeks****Project**

Independent or group projects. Completed with a supervising staff member and involving systems analysis and design, programming or networking and implementation of a solution to a user problem.

**ITEC 193-4****(240 hours) 8 weeks****Practicum**

Industry-based experience working as a member of an IT department in a development or support role. Includes reporting requirements and evaluation.

Pre/Co-requisite: ITEC 180

**ITEC 196-8 (BC=6)****(600 hours) 16 weeks****Work Experience**

Paid work experience as a member of an IT department in a development or support role. Includes reporting requirement and evaluation. Course normally taken at completion of first year of studies.

Pre-Co-requisite: ITEC 180

**ITEC 220-2 (BC=2)****(3-3) 7.5 weeks****Network Design and Architecture**

Topics include hierarchical network design, switch management, VLANs, routing protocols, Layer-3 device management, SNMP deployment, remote network management, traffic analysis, Window/Unix inter-networking, WAN protocols and infrastructures, network management software, virtual networking, RFP tendering.

Prerequisite: ITEC 130

**ITEC 230-2 (BC=2)****(3-3) 7.5 weeks****Security II**

Topics include advanced data encryption techniques, secure network design, SSO authentication, firewall configurations, intrusion detection/prevention systems, remote access authentication, VPNs, security auditing, packet analysis, computer forensics, hardware security appliances, advanced ethical hacking techniques, security software review.

Prerequisite: ITEC 130

**ITEC 241-2 (BC=2)****(3-3) 7.5 weeks****Unix Administration**

Commands and tools associated with the management of a Unix system. Topics include file system structures, permissions, managing system processes and user accounts, customizing system files, applying system utilities, command line interface operations, DNS, mail, FTP, web servers, and managing, troubleshooting, monitoring network operations.

Prerequisite: ITEC 115

**ITEC 251-1 (BC=1)****(3-3) 4 weeks****Data Structures**

Further development of the object-oriented programming skills. Topics include organization of data and implementation of common data structures such as lists, stacks, queues and trees, and the relationship between data structures and algorithms.

Prerequisite: ITEC 156

**ITEC 254-1 (BC=1)****(3-3) 4 weeks****Advanced Java**

Understanding of the complexities inherent in enterprise development and familiarity with technologies, concepts and building blocks of enterprise development. Hands-on experience with concepts associated with Java Enterprise API including database connectivity, invoking remote methods and Servlets/JSPs.

Prerequisite: ITEC 156

**ITEC 257-1 (BC=1)****(3-3) 4 weeks****Extensible Markup Language**

Using the Extensible Markup Language (XML) language to define and produce structured documents that facilitate the exchange of information between different systems. Topics include how to create a well-formed XML document, validating the document against a schema, transforming the document into another document using XSL, and programming against the document using DOM.

Prerequisite: ITEC 163

**ITEC 261-1 (BC=1)****(3-3) 4 weeks****Advanced Web Programming**

Technologies associated with websites that do more than simply store and retrieve information. Creation of web services and use of AJAX to create the content-rich, interactive web application often associated with Web 2.0 sites, such as social networking web sites. Includes the development of a Web 2.0 project.

Prerequisite: ITEC 257

**ITEC 264-2 (BC=2)****(3-3) 7.5 weeks****Mobile Applications**

Theoretical foundations of mobile computing systems, wireless networks, and advanced mobile applications. Architectures of mobile distributed computing systems; wireless network classification and management; use of the Internet in mobile computing. Development of mobile applications for devices such as the Tablet PC, PDAs, Smartphones, and mobile phones.

Prerequisite: ITEC 153

**ITEC 267-2 (BC=2)****(3-3) 7.5 weeks****Distributed Applications**

Implementation of distributed applications using a 3-Tier model. Topics include understanding the roles of the Presentation

layer, Business layer and the Data Access layer, and developing distributed applications over LANs and the Internet using .NET Remoting and Web Services.

Prerequisites: ITEC 160, ITEC 175

**ITEC 271-2 (BC=2)****(3-3) 7.5 weeks****Database Server Configuration**

Installation, configuration, and management of relational database management software. Topics include role of the administrator, database design, data modeling, data integrity, backup, query optimization, security, server utilities, and client installation.

Prerequisite: ITEC 140

**ITEC 274-2 (BC=2)****(3-3) 7.5 weeks****Structured Query Language**

Introduction to the Structured Query Language (SQL). Using SQL statements to retrieve and manipulate information from databases, and to perform database administration tasks. Topics include SQL syntax, queries, joins, views, transactions, indexes, and developing applications that use databases.

Prerequisite: 153

**ITEC 277-2 (BC=2)****(3-3) 7.5 weeks****Robotics**

This course offers an overview of robotic systems as applied towards scientific and industrial applications.

Prerequisite: ITEC 150

**ITEC 280-1 (BC=1)****(1-0) 15 weeks****Profession**

Skills necessary to excel in the profession. Activities include continuing education research towards advanced post-secondary accreditations, identification of profession practice associations, professional ethics, understanding data privacy laws, advanced portfolio management, addressing project tenders, business development guidelines and entrepreneur resources, interviewer skills.

Prerequisite: ITEC 180

**ITEC 290-4 (BC=4)****(4-0) 15 weeks****Project**

Students work in a team to complete a project of interest that integrates knowledge and skills from previous courses and is responsive to current industry needs. Includes use of project management

process and software. Evaluation is based on reports, meetings with the instructor, achievement of project deliverables and project demonstrations/presentations.

**ITEC 293-4**  
(240 hours) 8 weeks  
**Practicum**

Industry-based experience working as a member of an IT department in a development or support role. Includes reporting requirements and evaluation.  
Pre/Co-requisite: ITEC 280

**ITEC 296-8** (BC=6)  
(600 hours) 16 weeks  
**Work Experience**

Paid work experience as a member of an IT department in a development or support role. Includes reporting requirement and evaluation. Optional course taken at the end of the student's second year of studies.  
Pre/Co-requisite: ITEC 280

## Interdisciplinary Studies

Note: Courses in interdisciplinary studies will normally be 'team taught' by members of different disciplines.

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**INTD 240-3** (BC=3)  
(3-0-0) 15 weeks

**Integrated Arts Approach to Movement**  
Application of physical education emphasizing the connection between creative expression through the mediums of art, music, drama, dance and wellness as it applies to work with diverse clients with multiple needs. Provides students with creative alternatives to maximize the quality of life for clients broadening their outlook on the connection between creativity and wellness in physical education.

**INTD 241-3** (BC=3)  
(3-0-0) 15 weeks

**Wellness & Lifestyle Management**  
This course introduces the student to concepts of health, wellness and fitness, providing practical strategies for developing and maintaining a healthy lifestyle. Students, through lectures, practical experience and self-evaluation will address personal wellness in the areas of fitness, nutrition, stress management and self-responsibility. The course serves to assist the student in self-empowerment by developing and

promoting healthy eating, attitudes of physical activity and behaviors for themselves and others.

**INTD 301-5** (BC=5)  
(2-0-14) 2 weeks

**Cultural Immersion**

The focus of this course is to develop cross-cultural competencies through immersion in an international setting or selected domestic location. Interagency collaboration and practical experience with an emphasis on global issues and their impact on health in regions with middle or low income populations will be the focus of this course.

Recommended prerequisites: Any 200 level university transfer course.

**INTD 311-3** (BC=3)  
(3-0-0) 15 weeks

**Place, Environment and Health**

An introduction to the geography of health providing a spatial understanding of population health focusing on the determinants of health, the provision of healthcare services and the role of place and environment in contemporary health challenges.

Prerequisites: Any 200 level university transfer course.

**INTD 321-3** (BC=3)  
(3-1) 15 weeks

**Contemporary Art in Process I**

20th century trends in music, drama, visual art, dance, and creative writing. The course involves individual and group work by way of studying, being exposed to, and applying these disciplines. There are both evening performances and presentations and day classes. Limited to second and/or third year students.

**INTD 322-3** (BC=3)  
(3-1) 15 weeks

**Contemporary Art in Process II**

INTD 321 continued.

Prerequisite: INTD 321 or consent of instructor.

**INTD 370-3** (BC=3)  
(3-0-0) 15 weeks

**Global Development and Health**

Overview of global development and health issues in a cross-cultural context. In this course students will examine, from interdisciplinary perspectives, major global issues, and the promotion of global development and health in middle and lower income regions.

Prerequisite: Any 200 level course, or consent of the instructor.

**INTD 375-3** (BC=3)  
(3-0) 15 weeks

**An Interdisciplinary Approach to Social Gerontology**

This interdisciplinary course on social gerontology introduces students to issues associated with aging in Canadian society. Social gerontology is explored from a variety of perspectives and disciplines.

Prerequisite: Any 200 level university transfer course or consent of the department.

## Kinesiology and Sport Studies

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**A. Kinesiology and Sport Studies Courses**

**KNSS 200-3** (BC=4)  
(3-0-2) 15 weeks

**Structural Anatomy**

Study of human structure including the systems of the body with emphasis on those involved in human movement. Laboratory work includes the use of various learning tools.

Prerequisite: Biology 30 recommended.

Note: You must successfully complete a Laboratory Safety Orientation Seminar and Examination before taking part in labs. These seminars are offered during the first week of classes for each term. If you have completed the seminar and examination before, you may be exempted from the seminar by passing a challenge examination.

**KNSS 201-3** (BC=3)  
(3-0-0) 15 weeks

**Biomechanics**

Qualitative analysis of human movement, using biomechanical principles. Principles are based on basic physics and mathematical laws and theories which are transferred to real world situations to improve motor performance in humans.

**KNSS 202-3** (BC=4)  
(3-0-2) 15 weeks

**Physiology of Exercise**

Examination of how the human body physiologically responds to exercise. The lecture and laboratory experiences are designed to promote a theoretical and practical understanding of the acute and chronic adaptations to the human body with the implementation of a variety of exercise modes.

Prerequisite or Co-requisite: PSIO 258/259



**KNSS 203-3 (BC=3)****(3-0-0) 15 weeks****Skill Acquisition and Performance**

Theory of skill acquisition, motor learning, and performance in a variety of sports, physical activities, and recreation.

**KNSS 204-3 (BC=3)****(3-0-0) 15 weeks****Introduction to Sociocultural Foundations of Physical Education, Leisure and Sport.**

Study of the nature, function and role of play, physical education, recreation, leisure, and games as a basis for understanding the sociocultural foundations of sport and how contemporary society organizes and transfers attitudes and skills.

**KNSS 205-3 (BC=3)****(3-0-0) 15 weeks****History of Sport**

Development of the Olympic Sport Movement and the history of sport and leisure in Canada from colonial times to present providing a foundational understanding of the historical development of sport. Topics will include the historical effect and changes in professionalization, gender roles, culture, Olympic games structure and socialization in Canadian sport and leisure.

Prerequisite: KNSS 204

**KNSS 209-3 (BC=3)****(3-0-0) 15 weeks****Measurement and Evaluation**

Methods and techniques for evaluating physical activity programs and participants. Applying tests and measurement in a variety of sport community and institutional settings.

**KNSS 210-3 (BC=3)****(2-0-2) 15 weeks****Fitness and Wellness Theory and Practice**

Basic concepts of fitness and nutrition and how they apply to individual needs.

**KNSS 220-3 (BC=3)****(3-0-1.5) 15 weeks****Introduction to Athletic Therapy**

Athletic therapy in theory and practice. Sports medicine, care and prevention of injuries, and safety in athletics and physical education.

Prerequisite: KNSS 200.

**KNSS 240-3 (BC=4)****(3-0-1.5) 15 weeks****Adapted Physical Education**

Current trends, theory and practice in adapted physical activity including an overview of possible changes to task, environment and instruction as it relates to individuals with a disability.

**KNSS 244-3 (BC=3)****(3-0-0) 15 weeks****Introduction to Nutrition**

Overview of normal nutritional requirements, physiological functions and food sources. Examination of the importance of nutritional adequacy for optimal health and in disease prevention including evaluation of nutritional issues and nutritional status.

Note: Not to be taken by students with credit in KNSS 224.

**KNSS 250-3 (BC=3)****(3-0-0) 15 weeks****Introduction to the Administration of Sport, Physical Activity, and Recreation Programs**

Management concepts required to successfully administer a sport, physical activity, or recreation program. Tournament building/planning and event management are reinforced through practical learning experiences.

**KNSS 253-3 (BC=3)****(3-0-0) 15 weeks****Psychological Sport Performance**

Introduction to sport psychology and mental performance focusing on understanding human behavior in physical activity and sport. This course examines the perspectives of sport psychology in conjunction with personality and social psychology.

**KNSS 260-3 (BC=3)****(3-0-0) 15 weeks****Introduction to Coaching Theory**

Introduction to coaching theory focusing on theoretical and practical coaching topics including ethical decision-making, practice planning, basic mental skills, teaching and learning.

Note: This course meets the standards of N.C.C.P. Part A & Part B. Theory.

**KNSS 270-3 (BC=3)****(2-0-2) 15 weeks****Leadership and Instruction in Physical Activity**

Leadership, communication, instructional skills and development are explored on an individual and group basis and applied to a variety of settings and activities.

**KNSS 280-3 (BC=4)****(3-0-1) 15 weeks****Introduction to Outdoor Education**

Concepts and experiences in outdoor education and leadership are explored through a four day fall camp held during the fourth week of August followed by weekly lectures. (See course notation in the Kinesiology and Sport Studies Program Description of the Academic Calendar.

**KNSS 285-3 (BC=3)****(3-0-0) 15 weeks****Physical Activity and Aging**

Examination of the biological, psychological and sociological aspects of aging and their application in developing activities and working with older adults. Emphasis will be given to the role of physical activity and its impact on aging.

**KNSS 299-3 (BC=3)****(1.5-0-0) 30 weeks****Directed Studies in Kinesiology and Sport Studies**

Participation in applied practical experiences through the completion of a cooperative work experience of 90 to 100 hours plus 45 hours of seminars over 30 weeks or two academic terms.

Prerequisite: Consent of Chairperson.

**KNSS 306-3 (BC=3)****(3-0-0) 15 weeks****Values and Ethics in Adapted Physical Activity**

Exploration of the issues affecting the lives of marginalized individuals and communities. Defining and challenging historical moments, current issues, theories and practices in the area of adapted physical education and rehabilitation. Insight into the key values that guide professional practice for rehabilitation professionals and the fundamental ethical practices in adapted physical activity.

Prerequisite: KNSS 240 or consent of the department.

**KNSS 307-3 (BC=3)****(3-0-0) 15 weeks****Growth and Development**

Growth and development using a lifespan approach stressing changes in physical growth and motor development with emphasis on individual differences.



**KNSS 340-3 (BC=3)**  
**(3-0-0) 15 weeks**  
**Pedagogies in Adapted Human Movement**  
 Application of different pedagogical approaches to teach human movement required in adapted physical education settings. Knowledge and experience will be gained working with individuals in diverse populations through a community service learning approach.  
 Pre-requisite: KNSS 240

**KPED 292-3 (BC=4)**  
**(3-0-1.5) 15 weeks**  
**Introduction to Elementary School Physical Education**  
 This course provides theoretical and practical experiences in teaching and planning physical education. Emphasis is on physical literacy and developmentally appropriate activities for elementary school aged children 5-12.

**KPED 294-3 (BC=3)**  
**(3-0-0) 15 weeks**  
**Introduction to the Movement Activities of Youth, Part I**  
 A wide range of physical activities and important underlying concepts. Emphasis is on understanding concepts which relate to games, skills, and activities.

**KPED 295-3 (BC=3)**  
**(3-0) 15 weeks**  
**Introduction to the Movement Activities of Youth, Part II**  
 Emphasis is on individual activities in a range of settings.  
 Prerequisite: KPED 294.

**KPED 309-3 (BC=3)**  
**(3-0-0) 15 weeks**  
**Introduction to the Scientific Basis of Human Movement**  
 Structure, function, and capacities of the human body as they relate to movement.  
Note: Not for Kinesiology degree credit.

## B. Dance Courses

**KDNC 200-3 (BC=3)**  
**(3-1) 15 weeks**  
**The Spectrum of Dance in Society**  
 Theory and practice of dance as a human physical activity. Focus will be on the aesthetic, expressive, and rhythmical aspects of movement in a culture's artistic and social life. Movement content, techniques, improvisation, and composition in a variety of dance forms.

**KDNC 255-1.5 (BC=2)**  
**(2-1) 15 weeks**  
**Social Dance**  
 Theory and practice for individuals and partners in the foxtrot, waltz, swing, rumba, cha cha, and additional dances.

**KDNC 260-1.5 (BC=2)**  
**(2-1) 15 weeks**  
**Jazz Dance**  
 Theory and personal skill in body awareness and placement, locomotion, and choreographed jazz dance.

**KDNC 340-3 (BC=3)**  
**(3-0-0) 15 weeks**  
**Modern Dance**  
 Theory and practice in creative dance technique, improvisation, and composition.

## C. Physical Activity Courses

Physical activity is the primary means physical educators use to help others attain well-being and personal fulfillment. As a Kinesiology and Sport Studies student, or an Education student with a P.E. major or minor, you need to take part in and appreciate a variety of activities, from your own and other cultures, to better meet the leisure and work needs of your clients. You will develop a personal foundation of physical activity, including appreciation, skill, analytical understanding, and knowledge about different activities. Physical activity is the "physical" in physical education.

**KPAC 200-3 (BC=3)**  
**(3-0) 15 weeks**  
**Swimming**  
 Theory and practice in the front and back crawl, breast stroke, side stroke, and elementary back stroke. Other aquatic skills.

**KPAC 211-3 (BC=3)**  
**(3-0) 15 weeks**  
**Basketball**  
 Theory and practice in individual and team activities.

**KPAC 214-3 (BC=3)**  
**(3-0) 15 weeks**  
**Ice Hockey**  
 Technical and introductory tactical components of the game of ice hockey are presented. Emphasis will be placed on improving both technical skills and coaching expertise. Students are eligible for Hockey Canada Coach Level and Developmental Level Certification.

**KPAC 218-3 (BC=3)**  
**(3-0) 15 weeks**  
**Soccer**  
 Theoretical and practical aspects of the game of soccer at an introductory level including the four basic soccer skills: control, dribbling, passing and shooting. Introduction to goalkeeping and transferring these skills into small sided games. Adaptation of skills to indoor, outdoor and special needs variations will also be covered.

**KPAC 231-3 (BC=3)**  
**(3-0) 15 weeks**  
**Badminton**  
 Theory and practice in service and service return, forehand and backhand drive, clear and smash, drop shots, basic tactics, and officiating. (Must supply own equipment.)

**KPAC 233-1.5 (BC=2)**  
**(2-1) 15 weeks**  
**Racquetball/Squash**  
 Theory and practice in service and service return, forehand and backhand strokes, and basic tactics. (Must supply own equipment.)

**KPAC 235-3 (BC=3)**  
**(3-0) 15 weeks**  
**Tennis**  
 Theory and practice in service and service return, forehand and backhand strokes, approach shots, volley, lob, and basic tactics. (Must supply own equipment.)

**KPAC 237-3 (BC=3)**  
**(3-0) 15 weeks**  
**Volleyball**  
 Theory and practice in individual and team activities.

**KPAC 240-1.5 (BC=2)**  
**(2-1) 15 weeks**  
**Baseball/Fastball**  
 Theory and practice in individual and team activities.

**KPAC 245-3 (BC=3)**  
**(3-0) 15 weeks**  
**Golf**  
 Theory and practice in driving, chipping, pitching, and putting. A fee may be charged for green and range fees.

**KPAC 255-3 (BC=3)****(3-0) 15 weeks****Yoga for Beginners**

Introduction to fundamental yoga postures and development of a basic understanding of yoga theory as it pertains to health and wellness. Focus will be given to the different schools of Hatha Yoga, primarily on Ashtanga Yoga, emphasizing progressive practice of selected yoga asanas.

**KPAC 260-1.5 (BC=2)****(2-1) 15 weeks****Gymnastics**

Theory and practice in the basic movements common to all forms of gymnastics.

**KPAC 270-1.5 (BC=2)****(2-1) 15 weeks****Track and Field**

Theory and practice in sprints, long jump, shot put, hurdles, high jump, discus, distance running, triple jump, javelin, and pole vault.

**KPAC 281-1.5 (BC=2)****(2-1) 15 weeks****Cross Country Skiing**

Personal skill development in diagonal striding, double poling, skating, christy and telemark.

Note: One day trip will be scheduled on a weekend during the course.

**KPAC 290-3 (BC=3)****(3-0) 15 weeks****Metabolic Conditioning**

Develop knowledge and training in cardiovascular fitness through aerobic and anaerobic conditioning.

Prerequisite: KNSS 210 or consent of the Chairperson.

**KPAC 296-3 (BC=3)****(3-0) 15 weeks****Flexibility and Relaxation**

Study of flexibility and relaxation, in relation to overall fitness and personal well being, through physiological, historical, biomechanical, individual, cultural and leadership perspectives. Exploration of practical methods to include this knowledge into personal life and leadership training.

**KPAC 310-3 (BC=3)****(3-0-0) 15 weeks****Aquatics**

The development of proficiency in swimming, understanding of scientific principles applied to performance and

analysis of aquatic skills, development of teaching skills, and understanding and application of lifesaving theory and resuscitation.

Prerequisite: Red Cross Blue Level (Level 6) or ability to swim front crawl and back crawl efficiently.

**KPAC 311-3 (BC=3)****(3-0-0) 15 weeks****Analysis and Instruction of Basketball**

Theory, practice, and teaching of the fundamental skills of basketball.

Prerequisite: KPAC 211 or consent of Department.

**KPAC 314-3 (BC=3)****(3-0-0) 15 weeks****Analysis and Instruction of Ice Hockey**

Advanced theory of the game of Ice Hockey is emphasized. Included are on-ice skills development and the practice of on-ice tactics and multiple player strategies. (Must supply own equipment).

Prerequisite: KPAC 214 or consent of Department.

Note: You must have the minimum skating ability of an average hockey player.

**KPAC 321-3 (BC=3)****(3-0-0) 15 weeks****Applied Resistance Training**

Examination and application of fundamental and specific principles associated with resistance training methodologies.

**KPAC 337-3 (BC=3)****(3-0-0) 15 weeks****Analysis and Instruction of Volleyball**

Theory, practice, and teaching of basic skills. Emphasis is on acquiring skills and basic team systems.

Prerequisite: KPAC 237 or consent of Department.

## Legal Assistant

(Open to Legal Assistant students or with consent of the Department.)

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**LEGL 100-3 (BC=3)****(3-0) 15 weeks****Beginning Keyboarding**

Introduction to keyboarding skills including touch keying with no key watching. Emphasis on building skills through proper technique. Prior Learning recognition is available and must be completed before the course add/drop date.

**LEGL 105-1 (BC=1)****(1-0) 15 weeks****Introduction to the Canadian Legal System**

The operation and various roles in the Canadian legal system including the processes and institutions involved in making laws.

**LEGL 110-3 (BC=3)****(3-0) 15 weeks****Litigation I**

Introduction to civil litigation including the legal system, structure of a law suit, Rules of Court, commencing an action by Statement of Claim, Judgments if no defence, and settlement procedures.

**LEGL 115-3 (BC=3)****(3-0) 15 weeks****Litigation II**

Examination of the Defendant's choices in a contested law suit. Also includes torts and how matters get to trial when settlements are not successful.

Prerequisite: LEGL 110

**LEGL 120-3 (BC=3)****(3-0) 15 weeks****Corporate Law**

Review of Alberta business structures and legal procedures including creating and maintaining a corporate minute book in accordance with the Business Corporations Act, reporting to the law office client and completing the annual requirements of the corporation.

**LEGL 125-2 (BC=2)****(2-0) 15 weeks****Contracts**

Components of a contract, common problems and their remedies.

Prerequisite: LEGL 105

**LEGL 130-3 (BC=3)****(3-0) 15 weeks****Real Estate I**

Introduction to real estate practice for legal assistants in Alberta including an overview of the Land Titles system, Personal Property Registry system, types of ownership and documentation used in this practice.

**LEGL 135-3 (BC=3)****(3-0) 15 weeks****Business Keyboarding**

Accuracy and speed building in keyboarding skills including Dictaphone work and document production for the creation of business forms, legal documents and correspondence.

Prerequisite: LEGL 100

**LEGL 140-3 (BC=3)****(3-0) 15 weeks****Introductory Information Processing for the Legal Assistant**

This is a supported self-directed course covering an introduction to computers together with introductory and intermediate level word processing. This course will provide a foundation of computer literacy for the Legal Assistant field.

Not available for Prior Learning recognition.

**LEGL 145-2 (BC=2)****(2-0) 15 weeks****Criminal Law**

The principles and administration of criminal law using the Criminal Code of Canada and the Charter of Rights and Freedoms.

**LEGL 200-3 (BC=3)****(3-0) 15 weeks****Professional and Interpersonal Skills**

Application of professional skills and behaviour, including ethics, as well as development of interpersonal conflict resolution and job search skills.

**LEGL 205-3 (BC=3)****(3-0) 15 weeks****Estate Planning**

Preparation of Wills, Enduring Powers of Attorney, Personal Directives, and applications for a Guardian and Trustee and the associated documents including the distribution of an estate when a person dies without a will.

**LEGL 210-3 (BC=3)****(3-0) 15 weeks****Litigation III**

Collection of judgments, Writs of Enforcement, garnishment, seizures and an introduction to Chamber applications.

Prerequisite: LEGL 115

**LEGL 215-3 (BC=3)****(3-0) 15 weeks****Litigation IV**

Development of draft documents for chamber applications, using a problem solving approach, based upon fact situations using the Rules of Court as the primary resource.

Prerequisite: LEGL 210

**LEGL 220-3 (BC=3)****(3-0) 15 weeks****Intermediate Information Processing for the Legal Assistant**

Application of advanced word processing concepts, communication, scheduling and law office accounting software.

Prerequisite: LEGL 140

**LEGL 225-3 (BC=3)****(3-0) 15 weeks****Estate Administration**

Preparation of necessary documentation for the transfer of a deceased's estate to beneficiaries based on the Surrogate Court Rules. Includes applications for Probate and Administration.

Prerequisite: LEGL 205

**LEGL 230-3 (BC=3)****(3-0) 15 weeks****Real Estate II**

Documentation requirements for the conveyancing practice in the Province of Alberta.

Prerequisite: LEGL 130

**LEGL 235-3 (BC=3)****(3-0) 15 weeks****Real Estate III**

File development in the practice of real estate in Alberta focusing on both Seller and Buyer perspectives for a variety of transactions.

Prerequisite: LEGL 230

**LEGL 240-3 (BC=3)****(3-0) 15 weeks****Family Law**

Production of documentation for an application for parenting, a Divorce and a Separation Agreement using the Family Law Act, Divorce Act, Matrimonial Property Act and the Rules of Court. Includes issues regarding support, custody, access, and also alternative dispute resolution methods.

**LEGL 245-3 (BC=3)****(3-0) 15 weeks****Technology Integration for the Legal Assistant**

Application of advanced computer applications using a case based approach to cloud computing, spreadsheets, databases and specific law office software.

Prerequisite: LEGL 220

**LEGL 250-3 (BC=3)****(15 hrs class/175 hrs) 6 weeks****Practicum**

Directed practicum preparation followed by 175 hours (equivalent of about 5 weeks of full time work) of supervised practicum in a legal environment in the role of legal assistant.

Prerequisite: Completion of all other requirements with a GPA of 2.0.

## Mathematics

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**MATH 050-5 (BC=5)****(5-0) 15 weeks****Preparatory Mathematics**

See "Career and Academic Preparation Courses," page 202.

**MATH 075-5 (BC=5)****(5-0) 15 weeks****Introductory Algebra**

See "Career and Academic Preparation Courses," page 202.

**MATH 085-5 (BC=5)****(5-0) 15 weeks****Intermediate Algebra**

See "Career and Academic Preparation Courses," page 202.

**MATH 096-5 (BC=5)****(4-2) 15 weeks****Precalculus: Algebra and Trigonometry**

See "Career and Academic Preparation Courses," page 202.

**MATH 097-4 (BC=4)****(3-2) 15 weeks****Elementary Calculus and Modern Mathematics**

See "Career and Academic Preparation Courses," page 203.

**MATH 202-3 (BC=4)****(3-2) 15 weeks****Elementary Calculus I**

Review of analytical geometry, differentiation and integration of simple functions, and applications.

Prerequisite: Math 30-1

Note: You should take MATH 203 if you have at least 70% in Math 31

**MATH 203-3 (BC=3)****(3-0) 15 weeks****Elementary Calculus**

Review of analytical geometry, differentiation and integration of simple functions, and applications.

Prerequisite: Math 30-1 and 31 or the equivalent.

Note: Not recommended if you have less than 70% in Math 31.

**MATH 204-3 (BC=3)****(3-1) 15 weeks****Elementary Calculus II**

Differentiation and integration of trigonometric, exponential, and logarithmic functions. Indeterminate forms and improper integrals. Techniques of integration. Applications.

Prerequisite: MATH 202 or 203 or equivalent.

Note: You cannot have credit in both MATH 204 and MATH 213.

**MATH 212-3 (BC=4)****(3-2) 15 weeks****Calculus I**

Review of functions and analytic geometry. Trigonometric, logarithmic, exponential and hyperbolic functions. Inverse functions. Limits and continuity. Derivatives and their interpretation. Methods of differentiation and applications. Parametric and polar coordinates and functions.

Prerequisite: Math 30-1 and 31

Note: Designed for Engineering students.

**MATH 213-3 (BC=5)****(4-2) 15 weeks****Calculus II**

Integrals and areas: numerical methods and the Fundamental Theorem of calculus. Basic integration methods. Applications of integration to lengths, areas, volumes, and other physical quantities. Advanced integration methods. Differential equations. Infinite series and Taylor expansions.

Prerequisites: MATH 212.

Note: Designed for Engineering students.

**MATH 221-3 (BC=3)****(3-0) 15 weeks****Linear Algebra I**

Solving linear systems of equations. Matrix algebra. Determinants, vectors, lines and planes, vector spaces, and applications.

Prerequisite: Math 30-1.

**MATH 223-3 (BC=3)****(3-0-1) 15 weeks****Applied Linear Algebra**

Vectors and matrices. Solution of linear equations. Equations of lines and planes. Vector spaces and bases. Determinants. Matrix algebra. Orthogonality and applications (least squares, Gram-Schmidt). Eigenvalues and eigenvectors and applications.

Prerequisite: Math 212

Note: Designed for Engineering Students

**MATH 230-3 (BC=3)****(3-0) 15 weeks****Mathematics: Ideas and Applications**

Introduction to logic and set theory. Introduction to mathematical systems, number systems, and related topics. Basic algebra and analytic geometry. Problem solving and word problems. Systems of equations and inequalities. Graphing. Max/min problems. Linear programming. Introduction to probability and statistics. Applications in social and life science.

Prerequisite: Math 30 or equivalent is recommended.

Note: This course is intended for Arts and Humanities students. Not accepted as an option for science majors at the University of Calgary and the University of Lethbridge.

**MATH 251-3 (BC=3)****(3-0) 15 weeks****Mathematics of Finance I**

Simple and compound interest. Simple and general annuities certain. Variable annuities and perpetuities. Amortization schedules. Sinking funds. Applications.

Prerequisites: Math 30-1.

**MATH 260-3 (BC=3)****(3-0) 15 weeks****Higher Arithmetic**

Critical thinking & problem solving. Tools for problem solving. Numeration systems, system of integers and elementary number theory, modulo mathematics. Rational numbers, ratio and proportion. Introduction to statistics.

Prerequisite: Math 30-1 or Math 30-2 or consent of the Department

Note: This course is restricted to Elementary Education students.

**MATH 302-3 (BC=4)****(4-0) 15 weeks****Intermediate Calculus I**

Infinite series. Plane curves and polar coordinates. Vectors and three dimensional analytic geometry. Partial derivatives.

Prerequisite: MATH 204 or equivalent.

**MATH 303-3 (BC=4)****(4-0) 15 weeks****Intermediate Calculus II**

First order and second order linear differential equations with constant coefficients. Curves, tangent vectors, and arc length. Integration in two and three dimensions. Polar, cylindrical, and spherical coordinates. Line and surface integrals. Green's divergence and Stoke's theorems.

Prerequisite: MATH 302.

**MATH 313-3 (BC=3)****(3-15-0) 15 weeks****Differential Equation**

First order linear and non-linear equations. Linear differential equations with constant coefficients. Laplace Transforms and application. Picard's method. Series solutions.

Prerequisite: MATH 204 or 213 or equivalent.

Co-requisite: MATH 302

Note: Open to Engineering, Agricultural Engineering, B.Sc. in Physics, Geophysics, Computer Science, Geography (Meteorology) and Mathematics students only.

**MATH 328-3 (BC=3)****(3-0) 15 weeks****Introduction to Abstract Algebra**

Properties of integers. Permutations. Groups. Lagrange's theorem. Factor groups. Polynomials. Rings. Fields.

Prerequisite: Math 30 and a previous university-level mathematics course.

## Medical Lab Assistant

**MLA 100-2 (BC=2)****(22 class)****Professional Relations**

This introductory course develops the learner's understanding of the importance of effective interpersonal communication skills and team work in the health care setting. The diverse needs and human relations posed by health care clients are also explored. Students will analyze their personal effectiveness related to wellness and stress management.

**MLA 101-1 (BC=1)****(12 class, 12 lab)****Basic Electrocardiography**

This course is designed to provide basic theoretical aspects and the practical experience required to perform electrocardiograms. Includes recording technique, recognition and remedies of artifacts, and basic information on infarct recognition.

**MLA 102-1 (BC=1)****(12 class)****Quality Management**

This course is designed to provide a complete overview of methods used to ensure quality patient care. The emphasis will be on quality assurance and quality control technique.



**MLA 103-2 (BC=2)**  
**(30 class)****Basic Anatomy and Physiology**

This course has been designed to develop a basic understanding of the structure and function of selected systems in the human body.

**MLA 104-1 (BC=1)**  
**(17 class)****Medical Terminology**

Knowing and using correct terminology is part of effective communication. In health care, the terminology is especially important and needs to be understood by all members of the team. Take your first steps in learning the proper terminology used in health and medical sciences.

**MLA 105-2 (BC=2)**  
**(22 class)****Infection Control and Safety**

Infection control - it's a hot topic across the world and demands attention in any Health care profession. Learn about the basics, including transmission of microorganisms, immunization practices for healthcare workers, blood-borne pathogens (Hepatitis and HIV), SARS, standard precautions, isolation procedures, sterilization and disinfection, safety and WHIMS.

**MLA 106-3 (BC=3)**  
**(30 class, 30 lab)****Blood Collection & Handling**

This course provides information and practical experience on the suitability, collection, handling and transportation of blood specimens to help ensure quality laboratory results. Emphasis will be placed on collection of blood samples from adults, children and infants. A variety of collection techniques for venipuncture and capillary puncture will be covered. Professionalism and excellent client service will be stressed throughout this course. The students will be introduced to a Laboratory Information System (LIS).

**MLA 107-2 (BC=2)**  
**(22 class, 14 lab)****Introduction to General Laboratory Procedures**

This course provides the theory and practice required to perform basic procedures within the clinical laboratory. Laboratory glassware and pipettes, microscopes, basic laboratory equipment, and reagent preparation with related mathematical calculations will be covered.

**MLA 108-2 (BC=2)**  
**(32 class, 18 lab)****Introduction to Medical Laboratory Testing**

This course provides the student with a better understanding of the different departments in a clinical laboratory and the medical laboratory procedures associated with each. Emphasis will be placed on the definition, terminology and purpose of selected medical laboratory tests. The practical component of this course includes basic procedures in Hematology, Microbiology, Anatomic Pathology, and Cytology.

**MLA 109-2 (BC=2)**  
**(26 class, 10 lab)****Miscellaneous Specimen Processing**

This course introduces students to different types of specimens analyzed in the laboratory, including urine, stool (fecal), tissue, sputum, and other body fluids. Students will learn how to instruct patients properly to provide such specimens as required. Theoretical background and practical experience will be provided in the preparation of specimens for analysis. These procedures include specimen sorting, accessioning (data entry), checking specimen suitability, centrifugation, aliquoting, and delivery of specimens to appropriate laboratory departments.

**MLA 110-2 (BC=2)**  
**(20 class, 22 lab)****Urinalysis**

The examination of urine provides a wide variety of useful medical information regarding diseases of the urinary tract as well as certain systemic diseases that produce quantitative alterations of urine constituents or the excretion of abnormal substances. Macroscopic (chemical) and microscopic evaluation of urine constituents will be learned.

**MLA 115-8 (BC=8)**  
**(40 lab, 240 Practicum)****Clinical Practicum**

Simulation lab and an unpaid practicum focused on practical experience in settings where staffing includes Medical Laboratory Assistants. Experience is provided at collection sites, rapid response laboratories and acute care sites. Travel to rural locations or to Edmonton to complete all or portions of the practicum experience may be required.

## Microbiology

**MICR 365-3 (BC=4)**  
**(3-0-3) 15 weeks****General Microbiology II**

Nutrient uptake, metabolism, extracellular proteins, chemotaxis, and differentiation. The eukaryotic microbes, their ecological roles, and eukaryotic cell culture. The interactions environment and symbiotic relationships. Basic principles of industrial microbiology. The use of biotechnology for producing economically and medically important substances. Laboratory exercises deal with topics related to the lecture material.

Prerequisite: BIOL 217 and CHEM 251 or CHEM 351

## Motion Picture Arts

**MPA 301-3 (BC=3)**  
**(3-0) 15 weeks****Motion Picture Fundamentals I**

Development of knowledge of all aspects of live action motion picture production. Includes development of basic competence in production, direction and communication.

**MPA 302-3 (BC=3)**  
**(3-0) 15 weeks****Motion Picture Fundamentals II**

Further development of knowledge in aspects of live action motion picture production.

**MPA 303-3 (BC=3)**  
**(3-0) 15 weeks****Motion Picture Business/Career Path**

An examination of film financing, budgeting, scheduling and distribution. Included is entertainment law and the societal and political context of the Canadian film industry. Students will establish contacts with appropriate unions, agents and develop self-promotional strategies.

**MPA 304-3 (BC=3)**  
**(3-0) 15 weeks****Screenwriting Techniques**

Provides a practical introduction to appropriate formats and techniques for screenwriting, and includes narrative forms and structure, character and story throughlines. Students will apply their knowledge and skills to short screenwriting projects.



**MPA 305-3 (BC=3)****(3-0) 15 weeks****Motion Picture Directing**

Director's responsibilities, strategies, and skills including technical aspects of production and analysis of scripts. Knowledge and skills will be used to direct performers and crew in scene work.

**MPA 311-3 (BC=3)****(3-0) 15 weeks****Motion Picture Technology**

Knowledge and maintenance and operational skills in production and post-production technologies such as analog and digital imaging systems, film/video transfer systems, compositing, etc. Explore emerging production technologies such as motion control.

Prerequisite: MPA 315

**MPA 312-3 (BC=3)****(3-0) 15 weeks****Audition Techniques**

Emphasis is on the knowledge, strategies, and skills needed for professional auditions. Students will develop a professional resume, photograph, and industry standard reels/tapes/DVD.

Prerequisite: MPA 317

**MPA 315-4 (BC=2)****(3-3) 15 weeks****Motion Picture Production I**

Skill development in cinematography, camera operation, lighting, editing, sound, and production management. Flexibility and learning skills needed to acquire specialized expertise is emphasized.

**MPA 316-4 (BC=2)****(3-3) 15 weeks****Motion Picture Production II**

Further development in cinematography, camera operation, lighting, editing, sound and production management.

Prerequisite: MPA 315

**MPA 317-4 (BC=4)****(3-3) 15 weeks****Motion Picture Acting I**

Knowledge of terminology, set etiquette, set directions and the roles and functions of other film personnel. Opportunities to practice performance on camera using effective vocal and physical character traits. Emphasis is on developing a confident poise for on camera and audio recording.

**MPA 318-4 (BC=4)****(3-3) 15 weeks****Motion Picture Acting II**

Emphasis is on advancing knowledge and skills developed in Film Acting I in order to believably perform scenes of emotional intensity. Performance skills for various motion picture media and specific genre requirements will be developed.

Prerequisite: MPA 317

**MPA 320-4 (BC=4)****(0-12) 15 weeks****Motion Picture Projects I**

Application of knowledge and skills to initiate, develop and produce media projects from concept to completion. Team skills, integrity, self-confidence, initiative, and professionalism are integral to success.

**MPA 321-4 (BC=4)****(0-12) 15 weeks****Motion Picture Projects II**

Further application of knowledge and skills to develop media projects from concept to completion. Team skills, integrity, self-confidence, initiative and professionalism are integral to success.

Prerequisite: MPA 320

**MPA 403-15 (BC=10)****(0-35) 15 weeks****Applied Motion Picture Practicum I**

The first term of a two-term mentored practicum. This involves: 1) The production of a substantial motion picture project (including concept, production, postproduction, marketing and promotion) with access to College equipment and facilities; and/or 2) work experience in the motion picture industry, with a combination of paid work, auditions, workshops, etc. accumulated under the guidance of MPA staff.

Prerequisite: Completion of 3rd year of the MPA program.

**MPA 404-15 (BC=10)****(0-35) 15 weeks****Applied Motion Picture Practicum II**

The second term of a two-term mentored practicum. This involves: 1) The production of a substantial motion picture project (including concept, production, postproduction, marketing and promotion) with access to College equipment and facilities; and/or 2) work experience in the motion picture industry, with a combination of paid work, auditions, workshops, etc. accumulated under the guidance of MPA staff.

Prerequisite: MPA 403

Please refer to Degree Completion Program Section for Year 4 of the Bachelor of Applied Motion Picture Arts Degree.

## Music

Note: Not all courses listed are offered every semester or every year. Check Course Timetable for availability.

### Performance Ensembles (2 cr/semester) (BC=2)

**(0-3) 15 weeks**

The study and performance of standard and current literature appropriate to the specific vocal or instrumental ensemble. Membership is limited and is by audition. Scheduled public performances are generally a part of each ensemble experience. All ensembles are offered on a corequisite basis only, eg. students must be registered in the same ensemble sequence for both Fall and Winter semesters (eg. 201 Fall/202 Winter), unless special permission is granted by the Department. The first semester is normally prerequisite to the second.

Note: All ensembles are open (by audition) to students from all departments in the college.

Note: \*Check the Alberta Transfer Guide for specific transfer information for MUSE courses marked with an asterisk\*.

### MUSE 201, 202, 301, 302, 351, 352 Symphonic Winds\* I, II, III, IV, V, VI

A concert band that rehearses and performs wind literature representing traditional and contemporary styles, with priority given to important European and North American stylistic periods. Emphasis is placed on learning musicianship through the stylistic diversity of selected repertoire. The choice of repertoire will also consider the literature available to future educators in the secondary school setting.

Note: Not eligible for challenge.

### MUSE 203, 204, 303, 304, 353, 354 Concert Choir\* I, II, III, IV, V, VI

A wide range of quality traditional and contemporary choral music is performed in a mixed choir of approximately 40 members. The integration of personal musical development with the principles of group work and the development of blend are important aspects of the course.

Note: Not eligible for challenge.

**MUSE 205, 206, 305, 306, 355, 356  
Jazz Ensemble\* I, II, III, IV, V, VI**

A jazz band that rehearses and performs music characteristic of the big band era as well as literature of the modern day jazz ensemble. Students will explore the various styles within this genre and develop improvisational skills required for this idiom.  
Note: Not eligible for challenge.

**MUSE 207, 208, 307, 308, 357, 358  
Jazz Choir\* I, II, III, IV, V, VI**

This vocal ensemble will help you learn how to perform Jazz, Swing and Popular music in the style appropriate to each.

**MUSE 209, 210, 309, 310, 359, 360  
Orchestra\* I, II, III, IV, V, VI**

Selected woodwind, brass, string, and percussion students who are playing at advanced levels may arrange an audition with the conductor of the Red Deer Symphony Orchestra. This is a professional orchestra which draws players from across the province.

Note: Not eligible for challenge.

**MUSE 211, 212, 311, 312, 361, 362  
Jazz Combo\* I, II, III, IV, V, VI**

Students work together in small groups to create arrangements of both old and new jazz tunes. Weekly coaching sessions introduce various ideas and exercises to enhance both improvisational ability and an understanding of jazz as a specific style.

Note: Not eligible for challenge.

**MUSE 213, 214, 313, 314, 363, 364  
Contemporary Styles I, II, III, IV, V, VI**

Bands are formed within the class and are used as structured lab settings to explore the fundamental elements of important styles such as rock and roll, country, Latin, and alternative.

Note: Not eligible for challenge.

**MUSE 215, 216, 315, 316, 365, 366  
Chamber Winds I, II, III, IV, V, VI**

Small group study of literature for wind ensembles. Depending upon the instrumentation, repertoire may incorporate combinations of brass and woodwinds ranging from duo to octet. Performance opportunities for various ensembles are available in the acoustic noon recitals and other performances both on and off campus.

Note: Not eligible for challenge.

**MUSE 217, 218, 317, 318, 367, 368  
Chamber Choir I, II, III, IV, V, VI**

This ensemble is geared towards the experienced singer and will explore advanced choral literature in both traditional and contemporary genres. Enrolment is limited to approximately 16-24 members. Specific goals include gaining experience performing choral music in front of a live audience, building a varied repertoire of music, and learning the principles of group work and integrating these principles with individual skills.

Note: Not eligible for challenge.

**MUSE 219, 220, 319, 320, 369, 370  
Chamber Ensemble\* I, II, III, IV, V, VI**

The focus is on the rehearsal and performance of acoustic, classical music for small groups of two to four players or singers. The makeup of the ensemble or ensembles will vary depending on the interests and skills of those enrolled.

Note: Not eligible for challenge.

**MUSE 221, 222, 321, 322, 371, 372  
Percussion Ensemble\* I, II, III, IV, V, VI**

Rehearsal and performance of percussion ensemble literature that will be arranged for various combinations of the following instruments: marimba, xylophone, vibraphone, drum set, congas, snare drum, timpani, etc.

Prerequisite: Audition

Note: Not eligible for challenge.

**MUSI 194-3 (BC=3)  
(3-0) 15 weeks****Introductory Music Theory I**

For students with little or no formal music theory background who have interest in understanding the rudiments of music notation or who are preparing to enter the Music Diploma program. Designed to give students a basic working knowledge of music reading through the study of pitch and rhythm notation, scales, key and time signatures, intervals, and relevant terminology.

**MUSI 195-2 (BC=2)  
(2-0) 15 weeks****Introductory Aural Skills I**

For students with little or no formal aural skills training who have interest in improving their musicianship or who are preparing to enter the Music Diploma program. Emphasis will be placed on the identification by ear and sight of melodies, rhythms and harmonies. Music dictation and elementary sight-singing will be an integral aspect of the course.

**MUSI 196-3 (BC=3)  
(3-0) 15 weeks****Introductory Music Theory II**

Skills and knowledge gained in MUSI 194 will form the basis for more extensive work in music reading, chord building, and cadence construction.

Prerequisite: MUSI 194 or consent of Department Chair.

**MUSI 197-2 (BC=2)  
(2-0) 15 weeks****Introductory Aural Skills II**

Skills and knowledge gained in MUSI 195 will form the basis for more extensive work in melodic and harmonic dictation, interval recognition and sight-singing.

Prerequisite: MUSI 195 or consent of Department Chair.

**MUSI 203-3 (BC=3)  
(3-0) 15 weeks****Computer Music Technology**

Practical techniques, theory and applications for computer-based multitrack MIDI sequencing and multitrack digital audio, synthesizers, samplers, sound design, special effects processing, and computer music notation and printing. Survey of applications for live music and theatre performances, as well as music, video and film studios.

Note: This course is for music students as well as musicians who are not in the music diploma program. Department consent is required.

**MUSI 210-6 (BC=6)  
(3-1) 30 weeks****Fundamentals of Music and Method in Education for Non-Music Majors**

A dynamic and practical introduction to music teaching techniques and fundamentals for the student interested in teaching elementary or middle-school aged children. Taught as a survey course and includes introductory keyboard, guitar and various other instruments. Former experience in music is not required.

**MUSI 213-3 (BC=3)  
(3-1) 15 weeks****Fundamentals of Music and Method in Education I**

A dynamic and practical introduction to music teaching techniques and fundamentals for the student interested in teaching elementary or middle-school aged children. Topics include music theory, music appreciation and singing as well as an introduction to the keyboard and recorder.

Correlates with the Alberta Learning Curriculum. Former experience in music is not required.

Co-requisite: MUSI 213 lab

**MUSI 214 (BC=3)**

**(3-1) 15 weeks**

**Fundamentals of Music and Method in Education II**

A continuation of MUSI 213 with an added emphasis on lesson planning and music teaching philosophy and techniques including Orff and Kodaly methods. Includes an introduction to the guitar and other classroom instruments.

Co-requisite: MUSI 214 lab

Prerequisite: MUSI 213

**MUSI 233-3 (BC=3)**

**(3-0) 15 weeks**

**Introduction to Music History**

A survey of Western Music from Antiquity through the 20th Century. Through lecture, listening, and basic score examination, students will explore the traditions and practices that have culminated in both the art music and popular music idioms which exist today.

**MUSI 234-3 (BC=3)**

**(3-0) 15 weeks**

**Masterworks of Music**

Elements that shape and enrich the musical art: basic musical concepts, instruments, forms and styles, genres, and historical implications.

Prerequisite: MUSI 233.

**MUSI 241-2 (BC=2)**

**(2-0) 15 weeks**

**Basic Piano I**

Piano technique, scales, and keyboard harmony. Emphasis is on developing a repertoire of easy to moderate piano pieces to enhance the keyboard as a useable musical tool.

Prerequisite: Ability to read music and a basic skill in voice or an instrument other than the piano.

**MUSI 242-2 (BC=2)**

**(2-0) 15 weeks**

**Basic Piano II**

Skills acquired in MUSI 241 will be refined and expanded. Particular emphasis will be placed on keyboard fluency, fingering, and music reading.

Prerequisite: MUSI 241 or consent of the Department Chair.

**MUSI 257-3 (BC=3)**

**(3-0) 15 weeks**

**Comprehensive Music Theory I**

Music rudiments review (scales, intervals, chords, rhythms), non-harmonic tones, cadences, introduction to harmonic progression and voice-leading principles, and melodic construction.

Prerequisite: Successful completion of the Theory Placement Exam or equivalent.

**MUSI 258-3 (BC=3)**

**(3-0) 15 weeks**

**Comprehensive Music Theory II**

Harmonic analysis, harmonic progression, and four-part writing techniques for diatonic chords, seventh chords, secondary dominant chords, leading-tone chords, and modulation; binary and ternary musical forms.

Prerequisite: MUSI 257

**MUSI 259-3 (BC=3)**

**(3-0) 15 weeks**

**Comprehensive Aural and Keyboard Skills I**

The aural study of music theory concepts covered in MUSI 257 using sight-singing, dictation, and keyboard harmony.

Prerequisite: Successful completion of the Theory Placement Exam or equivalent.

**MUSI 260-3 (BC=3)**

**(3-0) 15 weeks**

**Comprehensive Aural and Keyboard Skills II**

The aural study of music theory concepts covered in MUSI 258 using sight-singing, dictation, and keyboard harmony.

Prerequisite: MUSI 257 and 259

Prerequisite or Co-requisite: MUSI 258

**MUSI 280-3 (BC=3)**

**(3-1) 15 weeks**

**Recording Studio Technology I**

An introduction to the recording studio and to basic recording engineering on a digital audio workstation. Mixing theory, equipment theory and operation, and actual performance toward a finished recording.

Prerequisite: Enrolment in Music Diploma or consent of the Department.

**MUSI 282-3 (BC=3)**

**(3-0) 15 weeks**

**Recording Studio Technology II**

MUSI 280 continued. The study of advanced mixing and recording techniques, computer audio editing and refinement of skills towards additional projects.

Prerequisite: MUSI 280.

**MUSI 301-3 (BC=3)**

**(3-0) 15 weeks**

**History of Classical and Romantic Music**

A performance-lecture survey of the styles, composers, and performers of the Classical and Romantic periods of music history.

Prerequisite: MUSI 233 or 202

Note: Skill in music reading is an asset.

**MUSI 302-3 (BC=3)**

**(3-0) 15 weeks**

**History of Post-Romantic and 20th Century Music**

A performance-lecture survey of the styles, composers, and performers of the post-Romantic and 20th century periods of music history.

Prerequisite: MUSI 233 or 301

Note: Skill in music reading is an asset.

**MUSI 303-3 (BC=3)**

**(3-0) 15 weeks**

**History of Popular Music**

A survey of the history and evolution of popular music. Topics will include the history of jazz, the roots of rock and roll, the British Invasion, Latin influences, techno, pop music, and urban trends.

Prerequisite: MUSI 233 or 302

**MUSI 304-3 (BC=3)**

**(3-0) 15 weeks**

**History of Medieval, Renaissance and Baroque Music**

A performance-lecture survey of the styles, composers, and performers of the Medieval, Renaissance and Baroque periods of music history.

Prerequisite: MUSI 233

Note: Skill in music reading is an asset.

**MUSI 321-5 (BC=5)**

**(4-3) 15 weeks**

**Music Business: Career and Products**

A study of the business of music as it pertains to music products and the retail industry, with emphasis on product areas, marketing and sales. Throughout the practicum portion, the students will participate in "hands-on" approaches to a variety of marketing and production situations. Students will be expected to complete a minimum of 45 practicum hours (20 hours must be in the area of retail music in order to attend the NAMM Show in January).

Prerequisite: 2nd year Music Diploma student or consent of the Department.

**MUSI 322-5 (BC=5)****(4-3) 15 weeks****Music Business: Performance**

A study of the business of music as it pertains to the performing musician, with emphasis on booking, touring, and the recording industry. Throughout the practicum portion, the students will participate in "hands-on" approaches to a variety of marketing and production situations. Students will be expected to complete a minimum of 45 practicum hours (20 hours must be in the area of performance, booking, and/or tours). Prerequisite: Music Diploma student or consent of the Music Department.

**MUSI 346-3 (BC=3)****(3-0) 15 weeks****Comprehensive Music Theory III**

Review of harmonic progression and voice-leading principles employed in the 17th and 18th centuries; harmonic analysis, harmonic progression, and four-part writing techniques for 19th-century music including borrowed chords, Neapolitan 6th chords, augmented 6th chords, and modulation techniques; analysis of major musical forms (sonata, rondo, and theme and variations). Prerequisite: MUSI 250 or MUSI 258

**MUSI 347-3 (BC=3)****(3-0) 15 weeks****Comprehensive Music Theory IV**

Analysis and part writing techniques incorporating extended and chromatic harmonies from the 19th and 20th centuries (9th, 11th, and 13th chords, altered dominants, chromatic mediant, coloristic chords, quartal chords, polychords), and serialism. Prerequisite: MUSI 346

**MUSI 348-3 (BC=3)****(3-0) 15 weeks****Comprehensive Aural and Keyboard Skills III**

The aural study of music theory concepts covered in MUSI 346 using sight-singing, dictation, and keyboard harmony. Prerequisite: MUSI 250 & 251; or MUSI 258 & 260 Prerequisite or Co-requisite: MUSI 346

**MUSI 349-3 (BC=3)****(3-0) 15 weeks****Comprehensive Aural and Keyboard Skills IV**

The aural study of music theory concepts covered in MUSI 347 using sight-singing, dictation, and keyboard harmony. Prerequisite: MUSI 346 and 348 Prerequisite or Co-requisite: MUSI 347

**MUSI 357-3 (BC=3)****(3-0) 15 weeks****Contemporary Theory III**

MUSI 257/258 continued. Third term theory. This course is practical in content, scope, and approach. It is meant to assist the 'working' musician in applying fundamentals. Prerequisite: MUSI 250 or 258.

**MUSI 358-3 (BC=3)****(3-0) 15 weeks****Contemporary Theory IV**

MUSI 357 continued (fourth term theory). Prerequisite: MUSI 357.

**MUSI 359-3 (BC=3)****(0-3) 15 weeks****Contemporary Aural Skills III**

Third term aural study of materials in MUSI 357. Prerequisite: MUSI 250 and 251; or MUSI 258 and 260 Prerequisite or Co-requisite: MUSI 357

**MUSI 360-3 (BC=3)****(0-3) 15 weeks****Contemporary Aural Skills IV**

Fourth term aural study of materials in MUSI 358. Prerequisite: MUSI 357 and 359 Prerequisite or Co-requisite: MUSI 358

**MUSI 361-3 (BC=3)****(3-0) 15 weeks****Composition I**

Development of basic composition skills. Principles of orchestra, band, choral, and popular instrument writing. Concepts and practices of MIDI workstation and computer assisted composition. Prerequisite: B or better in MUSI 250 and 251; or MUSI 258 and 260

**MUSI 362-3 (BC=3)****(3-0) 15 weeks****Composition II**

Second term study of the MUSI 361 course. Emphasis is on extended compositions and workstation/computer use. Prerequisite: MUSI 361.

**MUSI 397-4 (BC=4)****(1-2) 30 weeks****Performance Practicum**

Offered over the fall and winter terms. Activities depend on your area of study. Prerequisite: Minimum of 29 first-year credits completed. Co-requisite: MUSP 360/460.

**MUSI 398-4 (BC=4)****(1-2) 30 weeks****Theory Practicum**

Offered over the fall and winter terms. Activities depend on your area of study. Prerequisite: Minimum of 29 first-year credits completed. Co-requisite: MUSI 361/362

**MUSI 400-3 (BC=3)****(120 hours) Includes 10 hours lecture****Merchandising Practicum II**

The student will be required to intern in a particular area of the Music Industry as it pertains to their individual career focus. Examples of placements may include such things as touring, sales, or private studio teaching. Possible options must be approved by the Merchandising instructor well in advance of the proposed placement. Prerequisite: MUSI 322 or consent of the Department. Note: This course will be evaluated using a credit/no-credit grading system.

**MUSI 401-2 (BC=2)****(2-0) 15 weeks****Graduation Recital**

A public recital/concert of at least thirty minutes in length. The program should consist of material studied during the student's time as a Music Diploma student. A combination of solo and ensemble material is acceptable as appropriate to the student's major instrument of study and upon approval of the student's instructor. Co-requisite: MUSP 460

**MUSP 145-3 (BC=3)****(1-0) 15 weeks****Principal Instrument Study I**

Fifty-five minute weekly private lessons in a principal musical instrument or voice. Emphasis is on technique, style, musicianship, and interpretation, and on developing repertoire and performance experience. Prerequisite: Open to Music Diploma students by successful performance audition. Note: Not eligible for challenge.

**MUSP 245-3 (BC=3)****(1-0) 15 weeks****Principal Instrument Study II**

MUSP 145 continued. Prerequisite: MUSP 145 Note: Not eligible for challenge.



**MUSP 360-3 (BC=3)****(1-0) 15 weeks****Principal Instrument Study III**

MUSP 245 continued.

Prerequisite: MUSP 245

Note: Not eligible for challenge.**MUSP 460-3 (BC=3)****(1-0) 15 weeks****Principal Instrument Study IV**

MUSP 360 continued.

Prerequisite: MUSP 360

Note: Not eligible for challenge.**MUSS 145-2 (BC=2)****(1-0) 15 weeks****Secondary Instrument Study**

Forty-five minute weekly private lessons in instrument or voice. Emphasis is on technique and musicianship. May be repeated for credit.

Note: MUSS private lessons are open (by audition) to students from all departments in the college.

Note: Not eligible for challenge.

## Nursing

(Open to Nursing students only.)

**\*NURS 215-3 (BC=3)****(3-0) 15 weeks****Anatomy**

A survey of the structure of the human body.

**\*NURS 270-3 (BC=3)****Integrated Psychology I**

Introductory psychology concepts integrated into nursing through context based learning.

**\*NURS 271-3 (BC=3)****Integrated Psychology II**

Continuation of the study of psychology concepts integrated into nursing through context based learning.

Prerequisite: NURS 270

**\*NURS 272-3 (BC=3)****Integrated Sociology I**

Introductory sociology concepts integrated into nursing through context based learning.

**\*NURS 273-3 (BC=3)****(3-0) 15 weeks****Integrated Medical Microbiology**

Relevant medical microbiology concepts integrated into nursing through context based learning.

**\*NURS 274-6 (BC=6)****Integrated Physiology**

Physiology of humans integrated into nursing through context based learning.

**NURS 280-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context A**

Introduction to the professional discipline of nursing, communication theory, and context based learning. The primary health care emphasis is on health promotion and disease prevention across the life span. Restoration and rehabilitation will be introduced. Health assessment and basic nursing skills will be introduced.

**NURS 281-5 (BC=5)****(3-0-15) 7 weeks****Nursing Practice I**

Beginning nursing practice with a focus on health promotion and interaction with clients across the life span in a variety of non-traditional settings.

Prerequisite: NURS 280

**NURS 284-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context A1**

A continuation of the study of concepts introduced in NURS 280 with a focus on teaching and learning principles and increased health assessment and basic nursing skills.

Prerequisites: NURS 280, 281

**NURS 285-6 (BC=5)****(3-0-24) 7 weeks****Nursing Practice II**

Nursing practice includes health status assessment of clients and appropriate health promotion and disease prevention interventions. Practice occurs in settings where clients live or in community agencies (non-acute) where services to clients are offered.

Prerequisites: NURS 280, 281

**NURS 380-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context B**

Within the context of primary health care, the focus shifts to restoration, rehabilitation and support of clients experiencing chronic and less acute variances in health. Discussion related to health promotion and disease prevention continues. Intermediate health assessment and nursing skills will be introduced.

Prerequisites: NURS 284, 285

**NURS 381-7 (BC=7)****(3-0-28) 7 weeks****Nursing Practice III**

Nursing practice will focus on restoration, rehabilitation and support (including health promotion and disease prevention) of clients with chronic and less acute variances in health across the life span. Practice will occur primarily in primary level acute care centres and continuing care agencies.

Prerequisites: NURS 284, 285

**NURS 384-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context B1**

Continuation of NURS 380 with increasing situational complexity.

Prerequisites: NURS 380 and 381 or 385 or permission of chair

**NURS 385-7 (BC=7)****(3-0-28) 7 weeks****Nursing Practice IV**

Practice focuses on health across the life-span in child-birth facilities, homes, community health clinics, schools and other community based settings. Integration of the concepts of primary health care, health promotion & disease prevention and determinants of health are examined in the community context.

Prerequisites: NURS 284, 285

**NURS 390-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context C**

Within the context of primary health care focus is on restoration, rehabilitation and support of clients experiencing more acute variances in health. Discussion related to health promotion and disease prevention continues. Advanced health assessment and nursing skills will be introduced.

Prerequisites: NURS 215, 274, 381, 384, 385

**NURS 391-7 (BC=7)****(3-0-28) 7 weeks****Nursing Practice V**

Nursing practice will focus on restoration, rehabilitation and support (including health promotion and disease prevention) of clients experiencing more acute variances in health across the life span. Practice will occur in primary, secondary and tertiary level acute care settings.

Prerequisites: NURS 215, 274, 381, 384, 385



**NURS 394-5 (BC=5)****(6-4S-3) 7 weeks****Nursing in Context C1**

Continuation of NURS 390 with increasing situational complexity. Credit is given for Health Assessment upon successful completion of the term.

Prerequisites: NURS 390 and 391 or 395 or permission of the chair.

**NURS 395-7 (BC=7)****(3-0-28) 7 weeks****Nursing Practice VI**

This clinical course provides students with opportunity to work with clients experiencing mental health issues and/or addictions. Students have an opportunity to develop therapeutic relationships with clients, families, groups and/or aggregates to recognize community as client. Nursing practice over a continuous block of time occurring in a variety of settings.

Prerequisites: NURS 215, 274, 381, 384, 385  
Note: Not eligible for challenge.

**4th Year University of Alberta Degree Completion Nursing Courses (from the University of Alberta Calendar)**

Note: Students are required to complete all 3rd year courses in order to proceed to the 4th year of the program.

**NURS 301-3 (BC=3)****(3-0) 15 weeks****Nursing Research**

Introduction to the process of research through a comparative analysis of selected studies exemplifying different theoretical, methodological, and analytical approaches. Emphasis is on the communicability of research, the needs of the research consumer, and the development of skills of critical appraisal.

Prerequisite: NURS 304

**NURS 304-3 (BC=3)****(3-0) 15 weeks****Using and Interpreting Statistics for Nursing Research**

An introduction to reading, understanding and interpreting commonly used statistics in published health sciences research. Provides hands-on approach to understanding measurement, sampling, and common statistical analysis techniques through critical appraisal of results from published health care studies.

**NURS 461-7 (BC=7)****(0-1S-34C) 10 weeks****Nursing Practice VII, Internship Route**

During a Spring/Summer placement of 10 weeks in a sponsoring agency, the student will manage and care for clients in ambiguous, complex situation.

Prerequisites: NURS 390, 391, 394, 395, and 396 or 301. Consent of the Faculty is also required.

**NURS 490-5 (BC=5)****(6-6S-3) 7 weeks****Nursing in Context D**

A comprehensive approach to primary health care components in the care of clients in complex, ambiguous situations. Case management and multidisciplinary leadership skills are emphasized. Students may have the opportunity to lead a multidisciplinary student group.

Prerequisites: NURS 301, 391, 394, 395

**NURS 491-7 (BC=7)****(3-2-26) 7 weeks****Nursing Practice VII**

Management and care of clients in ambiguous, complex situations occurring over a variety of settings.

Prerequisites: NURS 301, 391, 394, 395

Prerequisites or Corequisite: NURS 490

**NURS 494-3 (BC=3)****(6-0-3) 4 weeks****Nursing in Context D1**

Synthesis and focus of nursing knowledge and application of nursing research in a specified area of practice. To be permitted to enroll in this course, students must have passed all courses of their nursing program, except the co-requisite NURS 495.

**NURS 495-9 (BC=9)****(1-0-34) 10 weeks****Nursing Practice VIII**

Comprehensive and consolidated approach to professional practice of nursing in an area of special interest to the student.

Co-requisite: NURS 494

## Occupational Therapist & Physiotherapist Assistant

**OPTA 102-4 (BC=5)****(45 lecture, 45 lab)****Presenting Conditions I**

Fundamentals of the structure and function of the musculoskeletal system with application to a selection of disabling conditions based on broad diagnostic categories and encompassing musculoskeletal conditions specific to all populations.

Prerequisites: OPTA 116, 125

**OPTA 105-3 (BC=4)****(30 lecture, 30 lab)****Professional Communication I**

Development of verbal and non-verbal communication and active listening skills relative to rehabilitation and social situations. Health care issues related to privacy, communication, and inter-professional collaboration are addressed in relation to team building, conflict resolution, professionalism, teaching and learning.

**OPTA 106-3 (BC=4)****(30 lecture, 30 lab)****Professional Communication II**

Development of communication skills, individually and in group settings, exploring the relationship between values, beliefs and effective interpersonal communication in a variety of therapeutic and healthcare settings. Learners will develop and use effective communication techniques that demonstrate personal awareness, empathy, respect and active listening skills.

Prerequisite: OPTA 105

**OPTA 110-2 (BC=2)****(30 lecture)****Professional Practice I**

Understand the diversity of roles within the health care system by comparing medical models and the rehabilitation model of care. Explain and discuss the principles that guide rehabilitation and become familiar with the organization of the provincial and federal health care systems as well as the roles, responsibilities and interpretations of health professionals.

**OPTA 114-3 (BC=3)**  
**(45 lecture)****Concepts in Mental Health**

Introduction to mental health and illness in particular, psychiatric disability both as a primary diagnosis and as a secondary diagnosis in the case of those with a physical disability. Familiarization with characteristics of psychiatric disability, general management of common disorders, service provision and mental health practice through a client-centered approach.

Prerequisites: OPTA 105; PSYC 205

**OPTA 116-4 (BC=4)**  
**(60 lecture)****Anatomy & Physiology**

An introduction to the normal structure and function of the human body using a systematic approach.

**OPTA 120-6 (BC=6)**  
**(60 lecture, 45 lab)****Therapeutic Skills I**

Application of therapeutic activities/interventions to promote performance for treating patients/clients who possess impairments resulting from musculoskeletal disorders. Principles of activity selection, planning and application will be applied to related functional disabilities. The use of assistive devices to enable functional independence will also be addressed.

Prerequisites: OPTA 116, 105, 125

**OPTA 125-3 (BC=5)**  
**(45 lecture, 30 lab)****Rehabilitation Concepts**

An introduction to rehabilitation concepts that are applied across the life span. Health status, wellness, and influencing factors are examined with a concurrent review of health care and the services provided. Includes the basic theories and rationale of therapeutic interventions for treating patients/clients due to musculoskeletal disorders.

**OPTA 130-2 (BC=2)**  
**(90 hours)****Practicum I**

An introduction to the professional rehabilitation environment providing applied experiences in the area of musculoskeletal injuries.

Prerequisites: OPTA 102, 106, 114, 120

**OPTA 202-4 (BC=5)**  
**(45 lecture, 30 lab)****Presenting Conditions II**

Fundamentals of neurological structures focusing on the central and peripheral nervous system with application to a selection of disabling conditions based on broad diagnostic categories and encompassing neurological conditions specific to all populations. Course also includes discussion of the basic concepts of function, health, and disease processes related to these systems.

Prerequisites: OPTA 102, 120

**OPTA 210-3 (BC=3)**  
**(45 lecture)****Professional Practice II**

Ethical issues in occupational therapy and physiotherapy will be explored along with documenting therapeutic interventions involving the recording of relevant client information accurately and effectively. Using OSCE (objective structured clinical examination) students will be assessed in the areas of musculoskeletal, neurological, mental health and cardio-respiratory rehabilitation in a variety of the therapeutic environments.

Prerequisite: OPTA 110

**OPTA 215-2 (BC=2)**  
**(30 lecture)****Communication Impairment**

A review of communication challenges associated with neurological and sensory impairments that inhibit effective communication. Focus is on practical skills that will enhance communication with people who have speech and language impairment.

**OPTA 220-6 (BC=6)**  
**(60 lecture, 45 lab)****Therapeutic Skills II**

Theory and the application of therapeutic strategies/interventions employed in the rehabilitative treatment of adult patients/clients with motor and/or sensory impairments resulting from a neurological and/or mental health disorder. Application of a variety of intervention strategies to promote functional independence, occupation performance and active living.

Prerequisites: OPTA 102, 120

**OPTA 230-4 (BC=4)**  
**(180 hours)****Practicum III**

Applied theory to further develop skills related to neurological rehabilitation and/or mental health. Application of and expansion upon a variety of intervention strategies working with clients presenting a neurological and/or mental health condition.

Prerequisites: OPTA 202, 215, 220

**OPTA 302-4 (BC=5)**  
**(45 lecture, 30 lab)****Presenting Conditions III**

Fundamental of normal physiological function and disorder. This includes an overview of the endocrine and lymphatic systems, as related to the structure and function of the cardiovascular and respiratory systems and disabling conditions specific to pediatric, adult and geriatric populations.

Prerequisites: OPTA 102, 202

**OPTA 320-6 (BC=6)**  
**(60 lecture, 45 lab)****Therapeutic Skills III**

Theory and application on how to improve functional abilities and prevent further disability of clients with circulatory, respiratory and endocrine disorders. Includes physiological aspects of the disease processes and its impact on functional performance. Introduction and application of intervention strategies to assist clients to achieve optimal functional independence.

Prerequisites: OPTA 202, 220

**OPTA 330-5 (BC=6)**  
**(230 hours)****Practicum III**

Application of accumulated knowledge and skills in a variety of complex rehabilitation environments to further understand and promote their role as an OTA/PTA

Prerequisites: OPTA 210, 302, 320

## Office Administration

**OADM 100-3 (BC=3)**  
**(3-0) 15 weeks****Information Processing**

This is a hands on introduction to computer concepts, systems, and terminology using Microsoft Windows and Word. Course work covers electronic file management and basic Word skills.

**OADM 101-3 (BC=3)****(3-0) 15 weeks****Spreadsheet Fundamentals**

This course will provide students with hands-on training in the basic/intermediate operations of Microsoft Excel. Topics covered include creating and formatting worksheets and charts, writing formulas, performing what-if analysis, and using financial functions.

**OADM 102-3 (BC=3)****(3-0) 15 weeks****Computer Essentials**

Learn how to create a database, research topics using the Internet, identify the basic components of a computer system, troubleshoot hardware and software problems, prepare an electronic presentation, and use a variety of Internet and distance delivery tools.

**OADM 110-3 (BC=3)****(3-0) 15 weeks****Document Processing I**

For those with little or no previous keyboarding skills. Learn to touch key the alphabetic keyboard. Emphasis is on building skills through proper technique.

**OADM 111-3 (BC=3)****(3-0) 15 weeks****Document Processing II**

OADM 110 continued. Emphasis on building speed and accuracy and on the production of mailable business correspondence. A variety of advanced Word features are explored including mail merge, sorting and selecting, fill-in forms, tables, and columns to produce visually appealing and professional-looking documents. Prerequisite: OADM 100, 110

**OADM 126-6 (BC=6)****(6-0) 15 weeks****Basic Accounting**

Learn the fundamentals of accounting through hands-on experience. Apply accounting principles in manual and automated environments.

**OADM 130-3 (BC=3)****(3-0) 15 weeks****Office Systems I**

Learn current office practices in records management, handling telephone calls, and mail procedures. Develop speed and accuracy on an electronic calculator while learning basic business math.

**OADM 131-3 (BC=3)****(3-0) 15 weeks****Office Systems II**

Explore the systems, procedures and technology of the contemporary office. Complete an office simulation package. Prerequisite: OADM 130

**OADM 135-3 (BC=3)****(3-0) 15 weeks****Introduction to Industry Sectors**

Assist the students in determining an industry sector for practicum and workforce employment. Increase the students' awareness and understanding of the industries within Alberta. Create an effective resume, cover letter, and portfolio. Develop interview skills.

**OADM 160-3 (BC=3)****(3-0) 15 weeks****Personal Leadership**

Individual effectiveness. Topics include: attitude, perception, goal setting, organization, stress and time management, creative thinking, adaptability, self-concept and interpersonal communication. Complete a class project.

**OADM 170-3 (BC=3)****(120 hours) 6 weeks****Practicum**

Application of technical and administrative skills through employment in an office setting. Prerequisite: A minimum GPA of 2.00 with no grade lower than D in the Office Technology Certificate fall and winter term courses.

**OADM 200-3 (BC=3)****(3-0) 15 weeks****Desktop Publishing - Online Delivery**

With an emphasis on desktop publishing, this course will build on word processing techniques and will explore the advanced features and applications of a current word processing program, a presentation program and a desktop publishing program. Prerequisite: OADM 100 and OADM 111 or VA 100 or equivalent.

**OADM 220-3 (BC=3)****(3-0) 15 weeks****Automated Accounting - Online Delivery**

Emphasis is on automated accounting procedures and systems. Data entry, generating and analyzing reports and accounting simulations using integrated accounting software. Prerequisites: OADM 123 or OADM 126 or VA 120 or equivalent.

## Pharmacy Technician

(Open to Pharmacy Technician students only.)

**PHAR 110-3 (BC=3)****(3-1) 15 weeks****Pharmacy Practice I**

Includes medical terminology, the prescription process, dispensing function, pharmacy references, dosage forms, precaution labels, introduction to pharmacy

**PHAR 111-3 (BC=3)****(3-1) 15 weeks****Pharmacy Practice II**

Course deals with over-the-counter medications available in Canada. Prerequisite: PHAR 110

**PHAR 120-2 (BC=2)****(0-5) 15 weeks****Dispensing I**

All aspects of dispensing. Filling prescriptions and completing all required pricing, record-keeping and computer functions.

**PHAR 121-2 (BC=2)****(0-5) 15 weeks****Dispensing II**

All aspects of dispensing continued. Principles of compounding and how they are applied in preparing a variety of pharmaceuticals. Prerequisite: PHAR 110, 120, 130, 140, 161, 180

**PHAR 130-3 (BC=3)****(3-0) 15 weeks****Pharmacy Laws and Agreements**

The relationship between pharmacists and pharmacy technicians. The responsibilities and authority of each position. Related Acts and the records required for acquiring and using pharmaceuticals. Contracts for payment by third party paying agencies. Payment forms.

**PHAR 140-3 (BC=3)****(3-0) 15 weeks****Pharmaceutical Calculations**

Mastering accurate calculations in: dispensing, pricing, systems of measure, compounding mixtures and dilutions, and preparing parenteral products, as they apply in pharmacy.

**PHAR 151-3 (BC=3)****(3-0) 15 weeks****Hospital Pharmacy**

Practice of pharmacy in an institutional setting. Guidelines for hospital pharmacies. The principles of preparing pharmaceuticals and antineoplastic drugs under aseptic conditions.

Prerequisite: PHAR 110, 120, 140, 180

**PHAR 155-1 (BC=1)****(0-3) 15 weeks****Aseptic Technique**

Group and individual instruction in preparing sterile products under aseptic conditions. Preparing antineoplastic drugs.

Prerequisite: PHAR 110, 120, 140, 180

Prerequisite or Co-requisite: PHAR 151

**PHAR 161-1 (BC=1)****(0-3) 15 weeks****Computer Skills**

Knowledge of and skill on pharmacy software.

**PHAR 171-3 (BC=3)****(3-0) 15 weeks****Community Pharmacy**

Basics of merchandising and operating community retail pharmacies. Pharmacy location and layout. Merchandising. Purchasing and inventory management. Pricing. Advertising and promotion.

**PHAR 180-3 (BC=3)****(3-1) 15 weeks****Pharmacology I**

The major drug classes used in health care. Related anatomy, physiology, and medical conditions. Pharmacology, terminology, and medications. Becoming familiar with the generic, trade and manufacturers' names of 400 common medications. Content includes: antimicrobial drugs, autonomic meds, CNS meds, respiratory meds, gastrointestinal meds.

**PHAR 181-3 (BC=3)****(3-1) 15 weeks****Pharmacology II**

The major drug classes used in health care. Related anatomy, physiology, and medical conditions. Pharmacology, terminology, and medications. Becoming familiar with the generic, trade and manufacturers' names of 400 common medications. Content includes: musculo-skeletal meds, cardiovascular meds, endocrine meds, dermatological meds, eye and ear meds.

Note: PHAR 180 does not have to precede PHAR 181

**PHAR 191-3 (BC=3)****Retail Pharmacy Practicum**

**- Community Pharmacy (160 hrs, 4 week block)**

Practical experience in a community pharmacy. Placements will be in locations across the province, or outside the province, so there may be extra expenses.

Prerequisite: Passing grades in all Pharmacy courses.

Note:

- 1) This course will be graded as CR/NCR (Credit/No Credit)
- 2) Due to the rapidly changing nature of pharmacy and health care, students must complete both practicum courses (PHAR 191 and PHAR 192) within one academic year of finishing their other course work. Students not able to meet this timeline will have to repeat the lab courses: PHAR 120, 121, 155 and 161.
- 3) Please note that most practicums require a block set of full-time hours not part-time.

**PHAR 192-3 (BC=3)****Hospital Pharmacy Practicum**

**(Hospital Pharmacy (160 hours, 4 week block)**

Practical experience in a hospital pharmacy. Placements will be in locations across the province, or outside the province, so there may be extra expenses.

Prerequisite: Passing grades in all Pharmacy courses.

Note:

- 1) This course will be graded as CR/NCR (Credit/No Credit)
- 2) Due to the rapidly changing nature of pharmacy and health care, students must complete both practicum courses (PHAR 191 and PHAR 192) within one academic year of finishing their other course work. Students not able to meet this timeline will have to repeat the lab courses: PHAR 120, 121, 155 and 161.
- 3) Please note that most practicums require a block set of full-time hours not part-time.

## Philosophy

Note: Not all courses listed may be offered. Check Course Timetable for availability.

Note: 200-level Philosophy courses do not require previous Philosophy. PHIL 201, 202 and 222 are recommended if you intend to major in Philosophy.

Note: There are no prerequisites for 300-level courses (except for PHIL 389). You will find it helpful, however, to take PHIL 202 before taking any 300-level courses. PHIL 201 will provide valuable background for PHIL 339, 340, 348, 355 and 386.

**PHIL 201-3 (BC=3)****(3-0) 15 weeks****Values and Society**

The classical problems of Western philosophy. Studying and discussing selected philosophical classics and contemporary works. Emphasis is on questions of moral and other values, and on the nature of society and justice.

Note: Do not take if you have credit in PHIL 239 or 240.

**PHIL 202-3 (BC=3)****(3-0) 15 weeks****Knowledge and Reality**

The classical problems of Western philosophy. Studying and discussing selected philosophical classics and contemporary works. Emphasis is on questions of the nature and extent of human knowledge, and classic problems about the nature of reality and our place in it.

Note: Do not take if you have credit in PHIL 230 or 240.

**PHIL 221-3 (BC=3)****(3-0) 15 weeks****Practical Logic**

Informal and elementary formal methods and principles used to distinguish correct and incorrect reasoning. Informal fallacies, definitions, and elementary principles of scientific method.

**PHIL 222-3 (BC=3)****(3-0) 15 weeks****Symbolic Logic I**

Basic concepts of logic: consistency, logical truth, entailment, equivalence. Symbolization of natural language inferences using sentential and predicate logic. Formal syntax of sentential and predicate logic. Natural deduction for sentential logic. Introduction to the semantics and metatheory of sentential



logic: truth-tables, truth-functional completeness, soundness and completeness of the natural deductive system, compactness.

**PHIL 300-3 (BC=3)**

**(3-0) 15 weeks**

**Professional Ethics**

This course is designed to acquaint students with the range of ethical questions and issues that arise for practitioners of various professions. Students will develop their critical and analytical skills in their own arguments designed to appraise and develop good ethical positions on a variety of issues and problems common to many professions, problems like: professional responsibility, the use of codes of ethics in making good ethical decisions, privacy and client confidentiality, professional client-practitioner relationships, issues of public and private ethical responsibility.

**PHIL 301-3 (BC=3)**

**(3-0) 15 weeks**

**The Theory of Knowledge**

Epistemology is the study of the origin, nature, methods, and limits of knowledge. Topics: Truth, skepticism, representationalism, and phenomenalism. Rational belief and the criteria of knowledge. Theories of justification, including foundationalism and coherentism. Externalist theories, including reliabilism and naturalism. The possibility of *a priori* knowledge and the justification of induction.

**PHIL 321-3 (BC=3)**

**(3-0) 15 weeks**

**Metaphysics**

Topics may include freedom of the will, the mind-body problem, and the nature of time. The character of metaphysical reasoning.

**PHIL 323-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of Mind**

What it means to be a person and have a mind. The relationship of philosophical ideas to scientific studies of mental phenomena. Topics may include: The mind-body relationship, personal identity, memory, imagination, intention, desire, emotion, and sensation.

**PHIL 339-3 (BC=3)**

**(3-0) 15 weeks**

**Ethics**

Questions of right and wrong, good and evil, and reasons for action. The ethical theories of authors such as: Plato, Aristotle, Hobbes, Kant, J.S. Mill, and John Locke.

**PHIL 340-3 (BC=3)**

**(3-0) 15 weeks**

**Advanced Ethics**

Consequentialist versus non-consequentialist views. Meaning and objectivity in morals. Free will and moral responsibility. The ethics of virtue. Contractarian ethics.

**PHIL 341-3 (BC=3)**

**(3-0) 15 weeks**

**Ancient Philosophy**

Ancient Greek philosophy. Examining the one/many problem. Considering pre-Socratic philosophy by studying Pythagoreanism, Heraclitus, Parmenides and Democritus. Examining Socrates through readings of Plato's early dialogues, considering Plato in detail. Emphasis is on the development of Plato's Theory of Forms.

**PHIL 342-3 (BC=3)**

**(3-0) 15 weeks**

**Aristotle and Hellenistic Philosophy**

Studying the works of Aristotle dealing with ontology, epistemology, logic and ethics. Examining some of the leading figures in the schools of Epicureanism and Stoicism. Considering Scepticism as exhibited by Pyrronism and the Academics.

**PHIL 345-3 (BC=3)**

**(3-0) 15 weeks**

**Descartes to Kant**

Early modern philosophy. Examining rationalist and empiricist traditions of the seventeenth and eighteenth centuries. Descartes' so-called "epistemic turn". Identifying and isolating the epistemological problems generated by this epistemic turn. Examining possible solutions (if any) to these problems using works by authors such as Leibniz, Locke, Berkeley, Hume and Kant.

**PHIL 347-3 (BC=3)**

**(3-0) 15 weeks**

**Kant to Russell**

Eighteenth, nineteenth and twentieth century philosophy. Studying and discussing a variety of issues including epistemological, metaphysical, ethical and logical. Considering the theories of authors such as Kant, Fichte, Hegel, J.S. Mill, Sartre, and Russell.

**PHIL 348-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy and Women**

An introduction to philosophical examination of the concepts, discussions, ethical issues and controversies arising from a consideration of the role and status of women based on the social and political influences from the past and present and the influences of various schools of philosophy and feminist thought.

**PHIL 350-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of Art**

This course is designed to acquaint students with various aspects of art criticism, evaluating and critically appraising the claims and arguments found in critical discourse and in philosophical texts elaborating aspects of art criticism. Students should develop sound analytical skills necessary to construct good arguments of their own in which they move beyond the uncritical acceptance of beliefs about the nature of art, the knowledge of art and the judgements of value about art.

**PHIL 355-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of the Environment**

Designed to bring traditional and contemporary philosophical theories and methods to bear on issues raised by our relationship to the environment. The ethical, aesthetic, or metaphysical ramifications of certain major environmental problems, such as pollution, overpopulation, or resource exhaustion will be considered.

**PHIL 357-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of Religion**

The concept of religion. Arguments for and against the existence of God. Meaning and intelligibility in religious language.

**PHIL 364-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of Science I**

The philosophy of natural science. Hypothesis testing. The nature of causation, law, and explanation.

**PHIL 365-3 (BC=3)**

**(3-0) 15 weeks**

**Philosophy of Science II**

The debate over the possibility of objectivity in the social sciences, which began with the work of Max Weber. Positivism. Hermeneutics. Critical theory. Ethnomethodology.



**PHIL 369-3 (BC=3)****(3-0) 15 weeks****Phenomenology and Existentialism**

This course involves the critical examination of some of the major writings of European philosophers to, in part, provide an introduction to the background and main themes of existentialist philosophy and existentialist phenomenology. Authors such as Kierkegaard, Nietzsche, Heidegger and Sartre may be considered.

**PHIL 375-3 (BC=3)****(3-0) 15 weeks****Science and Society**

The intellectual, cultural and social dimensions of science and their implications. Topics may include the impact of the Newtonian revolution, mechanism, materialism and Darwinism, and the nature of objectivity and rationality.

**PHIL 386-3 (BC=3)****(3-0) 15 weeks****Philosophy and Health Care Issues**

Concepts and issues central to health care knowledge and practice. Rights and responsibilities of patients and health care personnel. Passive and active euthanasia. Abortion. Medical research and experimentation. Disclosure of diagnosis and risks. Death and suffering.

**PHIL 388-3 (BC=3)****(6-0) 7 weeks****Philosophy and Nursing**

This course involves elementary methods and principles for analyzing reasoning in everyday contexts as well as a philosophical examination of concepts and issues central to knowledge and practice in nursing.

Note: This course is available only to students registered in the BScN-Collaborative Program.

**PHIL 389-3 (BC=3)****(3-0) 15 weeks****Symbolic Logic II**

Syntactical and semantic aspects of predicate logic and predicate logic with identity: truth-trees and the decision problem; natural deduction; elementary modal theory; soundness and completeness of the natural deduction systems; compactness; the Lowenheim-Skolem theorem; introduction to second-order logic.

Prerequisite: PHIL 222 or consent of the Department.

**PHIL 399-3 (BC=3)****(3-0) 15 weeks****Philosophy and Computing**

Philosophical themes and problems using fifth generation computer technology. Mainstream topics in philosophy as they apply to modern technological society. Topics are chosen that can be illustrated in a programming language. The focus will be on the philosophical topic, not the computing language. As most of these issues are currently researched using artificial intelligence, we will use PROLOG and/or an expert system shell.

## Physical Education and Sport Studies

(See Kinesiology and Sport Studies)

## Physics

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**PHYS 075-4 (BC=4)****(4-1) 15 weeks****Introductory Physics**

See "Career and Academic Preparation Courses," page 203.

**PHYS 095-5 (BC=5)****(4-1S-2) 15 weeks****Preparatory Physics**

See "Career and Academic Preparation Courses," page 203.

**PHYS 205-3 (BC=4)****(3-3) 15 weeks****Introductory General Physics I (Mechanics)**

A non-calculus course in physics. Kinematics, vectors, and forces in equilibrium. Linear and rotational motion. Dynamics of particles (oscillations).

Prerequisite: Physics 30 or equivalent. Math 30 (Pure)

**PHYS 224-3 (BC=4)****(3-0-3) 15 weeks****Particles and Waves**

Algebra-based course for students in life, environmental, and medical sciences. It guides the student through two distinct types of motion: motion of matter (particles) and wave motion. Vectors, forces, bodies in equilibrium, elasticity and fracture; review of kinematics and basic dynamics; conservation of momentum and energy; circular motion; vibrations; waves in matter;

wave optics; sound; black body radiation, photons, de Broglie waves; models of the atom. Examples relevant in environmental, life, and medical sciences will be emphasized.

Prerequisites: Physics 20 or equivalent, Math 30 (Pure). Physics 30 is strongly recommended.

Note: Credit may be obtained for only one of PHYS 205, 224, 241, 244 or ENPH 231.

Note: PHYS 224 should be followed by PHYS 226.

**PHYS 226-3 (BC=4)****(3-0-3) 15 weeks****Fluids, Fields, and Radiation**

Fluid statics and dynamics, gases, kinetic interpretation; electrostatics; currents and circuits; magnetic fields; electromagnetic induction; nuclear radiation, its interaction with matter and applications.

Prerequisite: PHYS 205

Note: Credit may be obtained for only one of PHYS 207, 226, 246, 247 or 269.

**PHYS 241-3 (BC=4)****(3-1S-3) 15 weeks****Mechanics**

Kinematics. Particle dynamics. Work and energy. Linear momentum. Rotational kinematics. Rotational dynamics. Equilibrium of rigid bodies.

Prerequisite: Physics 30 and Math 30 (Pure). Co-requisite: MATH 202 (203) or 212.

Note: You can have credit in only one of PHYS 203, 205, 231, or 241.

**PHYS 244-3 (BC=4)****(3-1S-3) 15 weeks****Newtonian Mechanics and Relativity**

A calculus-based course for students majoring in the physical sciences. Newtonian mechanics, including kinematics, dynamics, conservation of momentum and energy, rotational motion and angular momentum; special relativistic kinematics and dynamics, including length contraction, time dilation, and the conservation of energy and momentum in special relativity.

Prerequisites: Math 30 (Pure), Physics 30.

Corequisites: MATH 202 or 203 or 212 or equivalent.

Note: Credit may be obtained for only one of PHYS 205, 224, 241, 244 or ENPH 231

**PHYS 246-3 (BC=4)****(3-1S-3) 15 weeks****Fluids and Waves**

A calculus-based course for students majoring in the physical sciences. Fluid statics and dynamics, elasticity and simple harmonic motion; sound waves, wave properties of light; quantum waves, wave-particle duality.

Prerequisite: PHYS 244

Corequisite: MATH 204 or equivalent.

Note: Credit may be obtained for only one of PHYS 207, 226, 246, 247 or 269

**PHYS 247-3 (BC=4)****(3-1S-3) 15 weeks****Waves, Optics and Thermal Physics**

Oscillations, simple harmonic motion, waves. Gravitation. Sound. Light, geometrical optics, optical instruments, interference and diffraction. Fluids. Kinetic theory. Heat and thermodynamics.

Prerequisite: PHYS 241 or ENPH 231

Co-requisite: MATH 204 or 213

Note: You can have credit in only one of PHYS 206, 207, 237, 243, 247, or 269.

**PHYS 269-3 (BC=4)****(3-1S-3/2) 15 weeks****Wave Motion, Optics and Sound**

Geometrical optics, optical instruments. Oscillations, waves, sound, light, interference and diffraction. Simple harmonic motion.

Prerequisites: Physics 30, Math 30 (Pure) and 31.

Co-requisites: MATH 202 or 203 or 212. ENGG 230

Note: You can have credit in one of PHYS 207, 247, or 269.

Note: For engineering students only.

**PHYS 356-2 (BC=2)****(3-1S-3/2) 8 weeks****Electricity**

(First half of PHYS 359 up to and including DC circuits)

Note: Only for Engineering Students bound for the University of Regina.

Note: You can have credit in only one of PHYS 355, 356, 359

**PHYS 359-3 (BC=4)****(3-1S-3/2) 15 weeks****Electricity and Magnetism**

Electric charge. Electric potential. Gauss's Law. Capacitance. Electric currents. Electromotive force. DC circuits. Magnetic Field. Ampere's Law. Faraday's Law. AC circuits. Electric and magnetic properties of materials.

Prerequisite: PHYS 241 or ENGG 230, or PHYS 207 and permission of Department.

Co-requisites: MATH 204 or 213. PHYS 247 or 269 or 237.

Note: You can have credit in only one of PHYS 355 and 359.

Note: For engineering students only or the consent of the department.

## Physiology

**PSIO 258-3 (BC=3)****(3-0-0) 15 weeks****Elementary Physiology I**

Essentials of human physiology focusing on systemic functions in the human body with emphasis on systems that respond and adapt to exercise stress. Topics will include the cardiovascular, respiratory, musculoskeletal, nervous and endocrine systems.

Prerequisite/Corequisite: KNSS 200

Note: For Kinesiology students only.

**PSIO 259-3 (BC=4)****(3-0-1) 15 weeks****Elementary Physiology II**

Integrative human physiology focusing on functions of the human body with special emphasis on control and integration of these functions. The responses and adaptations to exercise will be used as a foundation upon which the concepts of control and integration will be discussed. Some topics from PSIO 258 will be revisited to discuss control and integration of cellular and systemic function.

Prerequisite: PSIO 258

Note: For Kinesiology students only.

**PSIO 262-6 (BC=6)****(3-0), (3-0) 30 weeks****Elementary Physiology**

Physiology of mammals and humans.

Prerequisite: Biology 30; Chem 30.

**PSIO 263-6****(3-0), (3-0) 30 weeks****Human Physiology**

Introductory course in human physiology.

Prerequisites: BIOL 217 or 218; plus 6 credits of university level chemistry.

Note: Credits may be obtained in only one of PSIO 262 or 263.

## Political Science

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**POLI 200-6 (BC=6)****(3-0) 30 weeks****Introduction to Political Science**

The political institutions, processes, and problems in Canada and other democratic and non-democratic governments. Basic terminology. Classification of political systems. Ideologies. Democratic representation. Constitutions and civil liberties. Federalism. Legislatures, executives, and bureaucracy. Legal adjudication. Public opinion and voting behaviour. Political parties and interest groups. Basic issues in international relations.

Note: This course is required for all majors in Political Science.

**POLI 201-3 (BC=3)****(3-0) 15 weeks****Introduction to Politics**

An introduction to the basic concepts, ideologies, institutions and processes of politics. Not open to students who are taking or have taken POLI 200.

Note: This course is required for all Political Science majors.

**POLI 210-3 (BC=3)****(3-0-0) 15 weeks****Canadian Political Issues**

Selected themes in Canadian politics, such as federalism, and regionalism, the Charter of Rights, issues of diversity and citizenship, and how we are governed. Not open to students who are taking or have taken POLI 200 or POLI 321.

**POLI 283-3 (BC=3)****(3-0) 15 weeks****Issues and Trends in World Politics**

This course deals with major trends in world politics, such as international tensions, migration, ethnic and religious conflict, human rights and sustainable development.

Note: This course is required for all majors in Political Science.

**POLI 300-6 (BC=6)****(3-0) 30 weeks****Comparative Political Systems**

Selected major political systems of the present day. Relationships between political functions and socio-economic processes.

Note: This is the core course in comparative government and is a prerequisite for most 400 level courses in the field.

**POLI 308-3 (BC=3)****(3-0) 15 weeks****History of Political Thought I (Plato to Machiavelli)**

Equal to the first half of POLI 310.

Prerequisite: Not open to students in the first year without consent of the Department.

**POLI 309-3 (BC=3)****(3-0) 15 weeks****History of Political Thought II (Hobbes to the Present)**

Equal to the second half of POLI 310.

Prerequisite: Not open to students in the first year without consent of the Department.

**POLI 310-6 (BC=6)****(3-0) 30 weeks****History of Political Thought**

Survey course in Western political philosophy, including notable developments and major political philosophers. Plato, Aristotle, Machiavelli, Hobbes, Rousseau, Marx, and John Stuart Mill. Prerequisite: Not open to students in the first year without consent of the Department.

Note: This is the core course in political theory and is a prerequisite for most 400 level courses in the field.**POLI 320-6 (BC=6)****(3-0) 30 weeks****Canadian National Government and Politics**

Survey course. Basic concepts and terminology. Political culture. Ideologies and political parties. The social and economic context. Western alienation. Québécois nationalism. The Constitution. Charter of Rights. Federalism. Elections. Parliament, cabinet, bureaucracy. The judiciary. Political participation. Interest groups.

Prerequisite: Not open to students in the first year without consent of the Department.

Note: This is the core course in Canadian politics and is a prerequisite for most 400-level courses in this field.Note: You cannot take POLI 320 if you have taken, or are taking, POLI 321.**POLI 321-3 (BC=3)****(3-0) 15 weeks****Canadian Government**

Designed for students who want one senior course in political science. Survey course in the structure and functions of the federal, provincial, and local governments.

Note: You cannot take POLI 321 if you have taken, or are taking, POLI 320.**POLI 324-3 (BC=3)****(3-0) 15 weeks****Politics of Health Care**

A comprehensive overview of health care in Canada. The development of the health care system. Legislative and philosophical groundings. Financing and delivery from a comparative perspective. Current stresses in the health care system.

**POLI 328-3 (BC=3)****(3-0) 15 weeks****Elements of Public Administration**

The major institutions, processes, and issues of public administration at the federal level in Canada. Government organization. Budgets. Policy making. Selected personnel issues. Democratic control. Accountability.

**POLI 360-6 (BC=6)****(3-0) 30 weeks****International Relations**

The nature of foreign policy. The dynamics of interactions between states. Causes of war. Imperialism. Role of non-state actors.

Note: This is the core course in international relations and is a prerequisite for most 400-level courses.

Prerequisite: Not open to students in the first year without consent of the Department. POLI 200 recommended.

**POLI 388-3 (BC=3)****(3-0) 15 weeks****Politics and Global Trade - I**

Democracy; the technological imperative; trade and ethics; international trade regimes and their politics.

Note: admission restricted to senior level students in University Transfer and Business Administration Programs, or by consent of the Department.**POLI 389-3 (BC=3)****(3-0) 15 weeks****Politics and Global Trade - II**

The state in the global economy; trade facilitation federally and provincially; introduction to area studies.

Note: Admission restricted to senior level students in University Transfer and Business Administration Programs, or by consent of the Department.

## Practical Nurse

**PN 216-6 (BC=6)****(6-0) 15 weeks****Anatomy, Physiology, Microbiology**

An introduction to the normal structure and function of the human body according to body systems. An introduction to micro-organisms and their relationship to disease process.

Prerequisites:

- a minimum of 60% in ELA 30-1 or equivalent
- a minimum of 60% in Biology 30 or equivalent
- a minimum of 60% in Mathematics 20-1, or a minimum of 70% in Mathematics 20-2 or a minimum of 50% in Mathematics 30-1 or Mathematics 30-2 or equivalent

**PN 217-3 (BC=3)****(2-2) 15 weeks****Adult Health Assessment**

Introduction to adult physical assessment.

**PN 218-4 (BC=4)****(3-3) 15 weeks****Nursing Science I - Foundations**

The knowledge and skills required for provision of safe, competent, holistic care to clients in a variety of settings are introduced. The focus is on health promotion, spirituality, ethnicity and culture, legal and ethical considerations in nursing. The psychomotor skills necessary to nursing will be developed based on underlying theoretical principles and incorporating critical thinking in their application.

**PN 225-3 (BC=3)****(5-0) 9 weeks****Pathophysiology**

The alterations in normal human physiologic structure and function which underlie diseases processes are examined. Pathological processes and concepts, predisposing factors, clinical manifestations and suggested diagnostic tests and treatments for representative and specific diseases are discussed.

Prerequisite: PN 216

**PN 226-3 (BC=3)****(5-0) 9 weeks****Applied Pharmacology**

The application of knowledge of therapeutic drugs, their effects on the body, and nursing responsibilities when administering medications are discussed.

**PN 227-5 (BC=5)****(6.5-5) 9 weeks****Nursing Science II - Advanced**

Knowledge and skills required to provide safe, competent, holistic nursing care to clients within the framework of the nursing process. Focus is on the principles underlying nursing actions, health promotion and the integration of concepts from other courses.

Prerequisite: PN 218

Co-requisite: PN 225

**PN 228-3 (BC=3)****(5-0) 9 weeks****Growth and Development Across the Lifespan**

An overview of human growth and development and normal behavioral responses through the lifespan.

**PN 229-5 (BC=5)****(216 clinical hours) 6 weeks****Continuing Care Practice**

Introduction to continuing care settings with opportunity to apply previously acquired knowledge and skills when caring for clients in these settings.

Prerequisites: PN 217, 218, 225, 226, 227

**PN 231-3 (BC=3)****(6.5-0) 7 weeks****Mental Health**

Focus is on the promotion of mental health, prevention and management of mental disorders throughout the life cycle, within various health care settings.

Prerequisites: PN 225, 226, 227, 229

**PN 235-5 (BC=5)****(6.5-8.5) 7 weeks****Nursing Science III - Medical/Surgical Nursing**

The focus of this course is the knowledge and skills required to provide safe, competent, holistic care for the adult client who is experiencing acute alterations in health. Focus is on the principles underlying nursing actions, health promotion and the integration of concepts from other courses.

Prerequisite: PN 229

**PN 236-3 (BC=3)****(6.5-0) 7 weeks****Health Education**

An overview of the physical, social, mental, environmental and spiritual aspects of health at the personal and community level. Health promotion for individuals and communities is addressed.

**PN 237-6 (BC=6)****(271 clinical hours) 8 weeks****Acute Care Practice**

Focus is on the nursing needs of clients throughout the life cycle in acute care settings.

Prerequisites: PN 231, 235, 236

**PN 242-3 (BC=3)****(5-0) 9 weeks****Pediatric Nursing**

An introduction to the needs and nursing interventions related to children. Community resources and client teaching are addressed.

Prerequisites: PN 237

**PN 243-3 (BC=3)****(5-0) 9 weeks****Maternity Nursing**

An introduction to the needs and nursing interventions of childbearing families. Community resources and client teaching are addressed.

Prerequisites: PN 237

**PN 246-3 (BC=3)****(5-0) 9 weeks****Community Nursing**

An introduction to the concepts, theories and practices of community health nursing and health promotion as it relates to individuals, families and groups.

Prerequisites: PN 237

**PN 247-3 (BC=3)****(5-0) 9 weeks****Nursing Science IV - Transition to Graduate**

Builds on previous learning in the areas of professionalism, leadership, and entry to practice. Critical thinking in the application and integration of previous learning is addressed to assist in the transition from the role of student to that of entry level graduate nurse.

Co-requisite: PN 242, 243, 246

Prerequisite: PN 237

**PN 248-3****(116 hours of preceptored clinical) 3 week Focus Practicum**

Opportunities are provided to observe and apply nursing knowledge and skills in a variety of settings, such as mental health, maternity, and community. May include practice in a continuing care setting with a focus on leadership roles.

Prerequisites: PN 242, 243, 246, 247

**PN 249-4 (BC=4)****(155 hours preceptored clinical) 4 weeks Comprehensive Practicum**

Preceptorship experience provides the opportunity to make the transition from a student to a graduate role.

Prerequisite: PN 247

## Psychology

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**PSYC 205-3 (BC=3)****(45 lecture)****Lifespan Development**

Physical, cognitive, social, and personality development from conception to death are explored from a developmental psychological perspective. Theories, research, and applications about lifespan development will be covered.

Note: For OPTAD students only. This course does not fulfill the developmental psychology requirement for the BA Psychology Major.

**PSYC 260-3 (BC=3)****(3-0) 15 weeks****Basic Psychological Processes**

An overview of some of the important areas in psychology topics including the nature and history of psychology, research methods, the biological foundations of behaviour, genes and evolution, sensation and perception, states of consciousness, learning and adaptation, and memory.

Note: This course is a prerequisite for most psychology courses and is normally followed by PSYC 261.

**PSYC 261-3 (BC=3)****(3-0) 15 weeks****Social and Individual Behaviour**

An overview of some of the important areas in Psychology. Topics include thought, language, and intelligence; motivation and emotion; development over the lifespan; personality; psychological disorders and their treatments; stress, health, and coping; and behaviour in a social context.

Prerequisite: PSYC 260.

Note: PSYC 260/261 is a prerequisite for many courses in the Department.

**PSYC 305-3 (BC=3)****(3-0) 15 weeks****History of Psychological Thought**

The roots of psychological thought in Western culture, and the relationship between theories of human nature and changing social institution.

Prerequisites: PSYC 260 &amp; PSYC 261



**PSYC 312-6 (BC=8)****(3-2) 30 weeks****Experimental Design and Quantitative Methods for Psychology**

An integrated approach to the methods, principles, and ethics of psychological research and the statistical techniques utilized for the analysis of these data.

Prerequisites: Math 30 (Pure) and PSYC 260.  
Prerequisite or Co-requisite: PSYC 261

**PSYC 321-3 (BC=3)****(3-0) 15 weeks****Industrial & Organizational Psychology**

The world of work. Topics include career development, performance, motivation, conditions of work, employee selection and training, and organization.

Prerequisite: PSYC 260/261 or consent of the Department.

**PSYC 341-3 (BC=3)****(3-0-0) 15 weeks****Social Psychology**

Individual and group behaviours as they are affected by social contexts. Topics may include the self and social perception, social cognition; prejudice, discrimination, and stereotyping; attitude formation and change; conformity and obedience; affiliation and attraction; pro- and anti-social behaviours; and applied social psychology topics (law, health).

Prerequisite: PSYC 260/261 or SOCI 260/261

**PSYC 347-3 (BC=3)****(3-0) 15 weeks****Psychology of Gender**

An overview of psychological perspectives on gender including the nature of gender, alternative expressions of gender (e.g. transgenderism), the reproduction of gender through social institutions, the question of gender similarities and differences, gender stereotypes and discrimination, and the implications of gender for various facets of daily living.

Prerequisite: PSYC 260/261

Note: U of C bound students cannot also take PSYC 439 for credit.

**PSYC 353-3 (BC=3)****(3-0) 15 weeks****Child Development**

An examination of theory and research related to physical, cognitive, emotional and social development across infancy and childhood.

Prerequisite: PSYC 260/261

**PSYC 355-3 (BC=3)****(3-0) 15 weeks****Adolescence**

An examination of theory and research related to physical, cognitive, emotional, and social development occurring during adolescence.

Prerequisite: PSYC 260/261

Note: U of C bound students cannot also take PSYC 429 for credit.

**PSYC 357-3 (BC=3)****(3-0-0) 15 weeks****Psychology of Adult Development and Aging**

An examination of theory and research related to physical, cognitive, emotional, and social development across adulthood.

Prerequisite: PSYC 260/261.

**PSYC 358-3 (BC=3)****(3-0-0) 15 weeks****Cognitive Psychology**

A survey course in cognition. Major theoretical approaches and research in areas such as perception, attention, memory, the representation of knowledge, language, reasoning and problem solving.

Prerequisite: PSYC 260/261.

Note: For U of A bound students only, the additional prerequisite or co-requisite of either STATS 251 or PSYC 312 is required.

**PSYC 367-3 (BC=3)****(3-0) 15 weeks****Human Sexual Behaviour**

This course explores and integrates knowledge from many disciplines including medicine, biology, anatomy, psychology, history, law, anthropology, social science, the arts, and religion in describing human sexual behaviour.

Prerequisite: PSYC 260/261.

**PSYC 368-3 (BC=3)****(3-0-0) 15 weeks****Principles of Learning**

Traditional and modern research on classical conditioning, operant conditioning, and memory. Emphasis is on research dealing with non-human animals, but human applications are included where relevant.

Prerequisite: PSYC 260/261

**PSYC 369-3 (BC=3)****(3-0-0) 15 weeks****Sensation and Perception**

The psychological and physiological bases of sensory and perceptual processes, including vision, audition, taste, smell, touch, proprioception, and basic psychophysics.

Prerequisite: PSYC 260/261

Note: For U of A bound students only, the additional prerequisite or co-requisite of either STATS 251 or PSYC 312 is required.

**PSYC 375-3 (BC=3)****(3-0) 15 weeks****Brain and Behaviour**

Brain function related to sensation, movement, learning, motivation, and thinking. How the brain interacts with behavioural systems.

Prerequisite: Biology 30 or equivalent and PSYC 260/261. (Biology 30 prerequisite required by U of A bound students).

**PSYC 377-3 (BC=3)****(3-0-0) 15 weeks****Human Neuropsychology**

Changes in mood, motivation, perception, attention, memory, and language as revealed by studies of structural alterations in the human brain.

Prerequisite: PSYC 375

**PSYC 383-3 (BC=3)****(3-0) 15 weeks****Personality**

Survey course including theory and research related to the major problems in the study of personality.

Prerequisite: PSYC 260/261.

**PSYC 389-3 (BC=3)****(3-0) 15 weeks****Abnormal Psychology**

General introduction, with emphasis on contemporary views of the nature, development, and treatment of psychological disorders.

Prerequisite: PSYC 260/261

Note: Students cannot get credit for PSYC 389 and 489.

**PSYC 391-3 (BC=3)****(3-0-0) 15 weeks****Health Psychology**

Examining the relationship of psychology to illness and related dysfunction, promotion and maintenance of health, and the health system.

Prerequisite: PSYC 260/261



## Science

### SCIE 050-5 (BC=5)

**(5-0) 15 weeks**

#### Basic Science

See "Career and Academic Preparation Courses," page 203.

## Social Studies

### SOST 090-5 (BC=5)

**(5-0) 15 weeks**

#### Canadian Studies

See "Career and Academic Preparation Courses," page 203.

### SOST 095-5 (BC=5)

**(5-0) 15 weeks**

#### Twentieth Century World

See "Career and Academic Preparation Courses," page 203.

## Social Work

(Open to Social Work students only.)

### SOWK 201-3 (BC=3)

**(3-0) 15 weeks**

#### Introduction to Social Work Methods I

An overview of the social service field. Philosophy, purpose, and objectives of social work practice. Emphasis is on the helping process, working principles, and cardinal values of social work. Developing the knowledge and skills needed for case work. Prerequisite or Co-requisite: SOWK 204

### SOWK 202-3 (BC=3)

**(3-0) 15 weeks**

#### Introduction to Social Work Methods II

SOWK 201 continued. Communication skills in social work practice. Interviewing, assessing, and recording skills. Audio-visual equipment is used in developing interpersonal communication skills. Prerequisite: SOWK 201

### SOWK 204-3 (BC=3)

**(3-0) 15 weeks**

#### Social Work Ethics in Practice

A comprehensive overview of ethical principles and theory in social work practice. The main focus of this course is on the skill development, integration and application of ethics in decision-making in critically reflective social work practice.

### SOWK 207-3 (BC=3)

**(3-0) 15 weeks**

#### Social Services History, Function and Structure

This course pertains to the philosophy, history and development of social welfare in relation to social services organizations, programs and methods of service delivery. Focus is on the variety of venues for social work practice and different groups of individuals who social workers interact with.

### SOWK 208-4 (BC=5)

**(240 hours)**

#### Field Work I

Normally two days per week in one of a variety of social service agencies. Observing the agency and social service practice. Learning agency policies and procedures. Working closely with a practicum supervisor in the agency. Included are 15 hours of seminars that focus on the integration of classroom lecture material and field practice experience.

Prerequisite or Co-requisite: SOWK 204, SOWK 201, SOWK 207

### SOWK 209-4 (BC=5)

**(240 hours)**

#### Field Work II

SOWK 208 field placement continued. Under supervision, you will take beginning responsibility for delivery of social services to individuals, groups, or communities. Included are 15 hours of seminars that focus on the integration of classroom lecture material and field practice experience. Prerequisite: SOWK 208.

### SOWK 210-3 (BC=3)

**(3-0) 15 weeks**

#### Social Work Practice with Groups

This course is about the theory and practice of working with groups. The focus is on the knowledge and skill for effective social work practice in groups, as both group member and leader. Task and treatment groups and their various applications in practice are explored. Prerequisite or Co-requisite: SOWK 201

### SOWK 301-3 (BC=3)

**(3-0) 15 weeks**

#### Social Work Practice with Individuals and Families

This course expands on the work in SOWK 201 and 202. Further develops knowledge of Social Work interviewing, assessment and intervention techniques. Emphasis on working with individuals to facilitate change, beginning family assessment in diverse contexts, and intervention knowledge and skills with family groups. Prerequisite: SOWK 202

### SOWK 304-3 (BC=3)

**(3-0) 15 weeks**

#### Social Work Practice with Communities

This course focuses on working with communities. Students are exposed to contemporary theories and models of community organization practice as well as drawing on field experiences which students may have already had. The focus in the course is to integrate theory and field experiences as related to community organization practice, and discuss the challenges, strategies and benefits of working with communities.

Prerequisite: SOWK 202, SOWK 210

### SOWK 306-3 (BC=3)

**(3-0) 15 weeks**

#### Social Work Administration

Social Work Administration focuses on the practice skills required for ethical and sound social work practice in management settings. The theories that support the practice skills are investigated, and students are exposed to the expected roles and responsibilities of administrators in social services settings. The course prepares students to assume administrative responsibilities and become aware of the current administrative challenges in the social services field.

Prerequisites: SOWK 202, SOWK 207

### SOWK 307-3 (BC=3)

**(3-0) 15 weeks**

#### Social Policy

Introduces students to the macro level of social policy formulation and the impact policies have on social service delivery. Attention is paid to the linkage between ideologies and policy directions, and to the impact of globalization on Canadian social policy.

Prerequisites: SOWK 207, SOWK 312

### SOWK 308-4 (BC=5)

**(240 hours)**

#### Field Work III

An extension of SOWK 208/209. Normally two days per week in a field agency for the second year. After an orientation to the agency, you will provide service to a selected client group under supervision. Included are 15 hours of seminars that focus on the integration of classroom lecture material and field practice experience.

Prerequisite: SOWK 209

**Note:** Not eligible for challenge and Advanced Standing

**SOWK 309-4 (BC=5)****(240 hours)  
Field Work IV**

The final field placement course. You will have a variety of training experiences in a particular social service agency. Included are 15 hours of seminars that focus on the integration of classroom lecture material and field practice experience.  
Prerequisite: SOWK 308.

**SOWK 312-3 (BC=3)****(3-0) 15 weeks****Social Problems and Issues in Social Work**

Current trends and issues in social work practice and how they relate to social problems. Students examine selected social problems relevant in Canadian society and are introduced to a structural anti-oppressive social work framework. An introduction to quantitative and qualitative forms of social work research.

Prerequisite: SOWK 207

Note: Not eligible for challenge and Advanced Standing

**SOWK 313-3 (BC=3)****(3-0) 15 weeks****Social Work in Health Care Settings**

The purpose of the course is to examine, understand, and critique current theories, issues, practices, and the unique role of the social worker in health and mental health. The emphasis is on knowledge of various approaches to health and mental health and on the role of the social worker in assessment, referral, intervention and advocacy amidst the various approaches, and on the interdisciplinary context of health and mental health.

Prerequisite: SOWK 202

## Sociology

Note: Not all courses listed may be offered. Check Course Timetable for availability.

**SOCI 260-3 (BC=3)****(3-0) 15 weeks****Sociological Concepts & Perspectives**

Sociological perspectives and concepts used to analyse social behaviour. The nature of group behaviour and social interaction. Culture, social organization, the social personality, and deviance.

Note: SOCI 260 is the prerequisite for most advanced courses.

**SOCI 261-3 (BC=3)****(3-0) 15 weeks****Canadian Society**

Family, religion, education, politics, and economics. Social stratification and social inequality.

Prerequisite: SOCI 260

**SOCI 301-3 (BC=3)****(3-0) 15 weeks****Sociology of Gender and Sexuality**

Comparing gender and sex roles in different societies. Emphasis is on contemporary Canada. Gender and sex role behaviour and theories of their origin. Recent research on the social effects of gender and sex roles.

Prerequisite: SOCI 260 or consent of department.

**SOCI 305-3 (BC=3)****(3-0) 15 weeks****Selected Topics in Sociology**

Examination of selected topics in contemporary sociology. Topics may focus on specific sociological issues, institutions or problems (such as culture and society, development, sport, rural studies).

Prerequisite: SOCI 260 or consent of the department.

Note: This course may be repeated for credit.

**SOCI 307-3 (BC=3)****(3-0) 15 weeks****Aboriginals in Canada**

Dynamics of Aboriginal groups' relations with each other and with the larger Canadian society. Topics may include: decolonization and relations with the state, demography, organizations, nationalism, and nation-building, power, community and economic development, social class and public policy.

Prerequisite: SOCI 260 or consent of the department.

**SOCI 310-3 (BC=4)****(3-3) 15 weeks****Introduction to Social Statistics**

Statistical reasoning and techniques used by sociologists to summarize data and test hypotheses. Topics include describing distributions, cross-tabulations, probability, correlation/regression and non-parametric tests.

Prerequisite: SOCI 260 or consent of the department.

Note: This course may not be taken for credit by students with credit in SOCI 311-6.

**SOCI 312-3 (BC=4)****(3-3) 15 weeks****Introduction to Social Methodology**

Research design, data collection, and data processing strategies used by sociologists. Topics include research values and ethics, scaling, reliability and validity, experimentation, survey research techniques, historical methods, field research, and content analysis.

Prerequisite: SOCI 310 or equivalent

Note: This course may not be taken for credit by students with credit in SOCI 311-6.

**SOCI 322-3 (BC=3)****(3-0) 15 weeks****Social Issues in Canada**

A survey course on social issues in Canada. Regional and national scope will be covered in such areas as health, safety, the economy, the environment, community belonging, integration of newcomers and education.

Prerequisite: SOCI 310 or SOCI 312 or consent of the department.

Note: You cannot receive credit for SOCI 322 if you have previously taken ANTH 357.

**SOCI 323-3 (BC=3)****(3-0) 15 weeks****Sociology of Poverty**

Meaning, origins, extent, and effects of poverty. Focus is on Canadian society. Reviewing theoretical explanations of poverty. The relationships between poverty and social institutions such as education, health care, housing, criminal justice, and the political order. Reviewing and evaluating various poverty programs.

Prerequisite: SOCI 260 or consent of the Department.

**SOCI 325-3 (BC=3)****(3-0) 15 weeks****Criminology**

The nature of crime and how it is defined. Measurement problems and official statistics. Crime in relation to social-cultural factors. Theoretical explanations of criminal behaviour. Critical perspectives. Selected types of crime. Emphasis is on Canadian society.

Prerequisite: SOCI 260 or consent of the Department.

**SOCI 327-3 (BC=3)**  
**(3-0) 15 weeks**  
**Criminal Justice and Crime Control**  
 The social response to crime. Considering how crime control strategies have developed. Evaluating theories of punishment. The function of criminal law. Elements of the Canadian criminal justice system such as the police, courts, and corrections. Incarceration and release measures. Changing directions in crime control. Formal and informal alternatives to criminal justice. Critical perspectives.  
 Prerequisite: SOCI 325

**SOCI 332-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Development of Sociology I**  
 The origin and development of classical sociological theory. Emphasis is on the Enlightenment, Romantic-Conservative Reaction, Saint-Simon, Comte, Marx, Durkheim, Weber, and Freud.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 333-3 (BC=3)**  
**(3-0) 15 weeks**  
**The Development of Sociology II**  
 The contributions of modern and contemporary sociological theorists. Emphasis is on Structural Functionalism, Symbolic Interactionism, Ethnomethodology, Contemporary Feminist Theory, Neo-Marxism and Critical Theory, and Post-Structuralism and Post-Modernism.  
 Prerequisite: SOCI 332

**SOCI 341-3 (BC=3)**  
**(3-0) 15 weeks**  
**Social Psychology**  
 Note: This course is not currently offered. If you wish to take Social Psychology, register for PSYC 341 (3-0), which carries an identical program credit at the University of Alberta.  
 Prerequisite: SOCI 260/261 or PSYC 260/261.

**SOCI 344-3 (BC=3)**  
**(3-0) 15 weeks**  
**Mass Communication and Popular Culture**  
 An analysis of the varieties of mass media such as radio, television, film and books and their effects on popular culture.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 363-3 (BC=3)**  
**(3-0) 15 weeks**  
**Sociology of Work**  
 The social relations of production and the organization of work in advanced industrialized countries. Focus is on Canadian society. Topics include: values and meanings attached to work; work and leisure; the union phenomenon; alienation from work; professionalism; the hierarchical nature of the workplace; the impact of technological development on the labour process; and the role of the government in labour relations.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 365-3 (BC=3)**  
**(3-0) 15 weeks**  
**Social Stratification**  
 An introduction to the sociological study of social stratification and structured inequality with a focus on Canadian society. Topics include different systems of stratification, various theoretical approaches to stratification, class and social inequality, contemporary perspectives and research, socio-economic, gender, ethnic and racial bases of social inequality.  
 Prerequisite: SOCI 260 or consent of the department.

**SOCI 368-3 (BC=3)**  
**(3-0) 15 weeks**  
**Canadian Ethnic and Minority Group Relations**  
 Canada is a tremendously diverse country encompassing many ethnic and minority groups. Social processes involved in developing and understanding minority group relations in Canada will be the central focus for this course. The three main concentrations will be on French/English relationships, Aboriginal issues, and challenges relating to all the other groups that have come to Canada.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 371-3 (BC=3)**  
**(3-0) 15 weeks**  
**Sociology of the Family**  
 The nature of the family in contemporary North American society. Family interaction patterns and how these are related to the many changes in the modern family.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 373-3 (BC=3)**  
**(3-0) 15 weeks**  
**Sociology of Aging**  
 Aging as a socio-cultural phenomenon with a focus on social and institutional factors associated with aging in modern society. Topics include aging and the self-concept; family; politics; economics and work; demographics; health and health care; housing and transportation; retirement and leisure; death and dying; various comparative, theoretical and historical perspectives, with a focus on Canadian society.  
 Prerequisite: SOCI 260 or consent of the department.

**SOCI 374-3 (BC=3)**  
**(3-0) 15 weeks**  
**Social Organization of Health Care**  
 An introduction to the sociological study of the structure and dynamics of health care in Canadian society. Topics include: trends in health care, social epidemiology, health and illness behaviour, professional-client relationships, health care occupations, and the sociology of hospitals.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 376-3 (BC=3)**  
**(3-0) 15 weeks**  
**Sociology of Religion**  
 General theory plus selected topics. The nature and origins of religion. Religion as an expression of historical, social, and personal conditions. Religion and social change. Religion and individual and social variations. Social functions of religion. Emphasis is on religion in western society, and Canada in particular.  
 Prerequisite: SOCI 260 or consent of the Department.

**SOCI 395-3 (BC=3)**  
**(3-0) 15 weeks**  
**Sociology of Leisure**  
 A sociological analysis of the nature and forms of leisure. Topics include historical and contemporary perspectives, trends and issues in leisure participation in postindustrial society, leisure provision, programs and research, the future of leisure. Emphasis will be on leisure in Canadian society.  
 Prerequisite: SOCI 260 or consent of the department.

## Spanish

**Note:** 100-level language courses are intended for students with little or no background in the language. Students who have high school matriculation in the language, or who are taking a 100-level course to meet a university's matriculation requirements, may be denied transfer credit. Check the Transfer Guide and with the university.

### **SPAN 101-3 (BC=4)** **(4-1) 15 weeks** **Beginners' Spanish I**

Beginning to learn Spanish. Understanding, speaking, reading and writing. The oral aspect of the language is stressed in class.

### **SPAN 102-3 (BC=4)** **(4-1) 15 weeks** **Beginners' Spanish II**

For students who have taken SPAN 101. The oral aspect of the language is stressed in class.

Prerequisite: SPAN 101 or equivalent.

### **SPAN 201-3 (BC=4)** **(4-1) 15 weeks** **Intermediate Spanish I**

Spoken and written Spanish, including grammar, composition, literature and conversation. The literature includes works of modern authors.

Prerequisite: Spanish 30 or SPAN 102 or equivalent.

### **SPAN 202-3 (BC=4)** **(4-1) 15 weeks** **Intermediate Spanish II**

The continuation of SPAN 201. Spoken and written Spanish, including grammar, composition, literature and conversation. The literature includes works of modern authors.

Prerequisite: SPAN 201 or equivalent.

## Statistics

**Note:** Not all courses listed may be offered. Check Course Timetable for availability.

### **STAT 241-3 (BC=3)** **(3-1) 15 weeks** **Introduction to Statistics**

Elementary statistics. Probability. Descriptive statistics. Sampling distributions. Testing hypotheses. Correlation and regression.

Prerequisite: Math 30-1

### **STAT 251-3 (BC=4)** **(3-0-2) 15 weeks** **Introduction to Applied Statistics I**

Data collection and presentation, descriptive statistics. Probability distributions, sampling distributions and the central limit theorem. Point estimation and hypothesis testing. Correlation and regression analysis. Goodness-of-fit and contingency table.

Prerequisite: Math 30-1

**Note:** This course may not be taken for credit if credit has already been obtained in any of STAT 241, PSYC 309, SOCI 311, or BUS 306

### **STAT 365-3 (BC=3)** **(3-0) 15 weeks** **Elements of Probability Theory**

Finite probability spaces. Discrete and continuous random variables. Random vectors. Probability density functions and their corresponding distributions, including uniform, binomial, geometric, Poisson, exponential, normal, etc.

Prerequisite: MATH 204 or equivalent

Co-requisite: MATH 302

## Theatre & Entertainment Production

**Note: Courses open to Theatre & Entertainment Production students only**

### **THTR 105-2 (BC=2)** **(120 hrs minimum)** **Production Crew I**

This course will be the first introduction of the student to a working knowledge of the technical aspects of entertainment production. Students will apply course instructed learning, including those of stagecraft, drafting, prop building, lighting, sound, and stage management, as well as continued hands-on learning. Students will be assigned to a designated technical area, as well as expected hours of participating in other areas within various productions and events. Students will be assisted by 2nd year students, and instructed by a department technical instructor.

Co-Requisite: THTR 125 and consent of the Department.

### **THTR 106-2 (BC=2)** **(120 hrs minimum)** **Production Crew II**

Continued theoretical and practical instruction towards a working knowledge of the technical aspects of entertainment production.

Prerequisite: THTR 105 and consent of the Department.

### **THTR 107-2 (BC=2)** **(120 hrs minimum)** **Production Crew III**

Continued theoretical and practical instruction towards a working knowledge of the technical aspects of entertainment production. The work may be a new application of practical skills, or be an opportunity to redevelop and strengthen current skills.

Prerequisite: THTR 106 and consent of the Department.

### **THTR 118-3 (BC=3)** **(48 hrs)** **Scenic Props**

Introduction to the theory and techniques of developing scenic props. Presented in workshop format.

### **THTR 125-4 (BC=4)** **(74 hrs)** **Introduction to Stagecraft I**

Entertainment production techniques including stage and shop safety, scenic carpentry. Strong hands-on component.

### **THTR 126-3 (BC=3)** **(48 hrs)** **Stagecraft II**

Continued study of entertainment production techniques, including continued stage and shop safety, scenic carpentry, and theatrical rigging.

Prerequisite: THTR 125

### **THTR 135-2 (BC=2)** **(44 hrs)** **Sound for the Entertainment Industry**

Theory and practice in basic sound for the entertainment industry. Examining the function and operation of professional sound equipment and the fundamentals of sound design.

### **THTR 136-2 (BC=2)** **(41 hrs)** **Sound for Live Events**

Continued theory and practice in basic sound for the entertainment industry. Examine the function and operation of professional sound equipment, and the fundamentals of sound design.

Prerequisite: THTR 135



**THTR 145-2 (BC=2)**  
**(42 hrs)**  
**Lighting for the Entertainment Industry I**  
Theory and practice in basic electricity for the theatre. Function and operation of professional lighting equipment.

**THTR 146-2 (BC=2)**  
**(41 hrs)**  
**Lighting for the Entertainment Industry II**  
Continued theory and practice in basic electricity for the entertainment and theatre. Function and operation of professional lighting equipment.  
Prerequisite: THTR 145

**THTR 158-3 (BC=3)**  
**(40 hrs)**  
**Drafting for the Entertainment Arts**  
Introduction to technical communication techniques within the entertainment industry. Emphasis on theatrical drafting, drafting conventions and types of working drawings as important elements in the communication of technical and design requirements.

**THTR 168-2 (BC=2)**  
**(36 hrs)**  
**Stage and Event Management**  
Introduction to fundamentals of the production process in management and communication skills for the entertainment industry.

**THTR 176-3 (BC=3)**  
**(40 hrs)**  
**History and Analysis of Entertainment Production**  
The study of design processes for the entertainment industry. Emphasis will be placed on technical connections to historical theatre and will examine a variety of processes used in project analysis for live performances. Learning and using research skills and problem-solving pathways are the primary course objectives  
Corequisite: THTR 158

**THTR 205-3 (BC=3)**  
**(180 hrs minimum)**  
**Applied Practice and Theory I**  
Theoretical and practical instruction in the production of entertainment events through involvement in theatre and entertainment productions. This will allow students to implement and refine skills previously acquired, in both class and practical work.

Students will be assigned a designated area of responsibility within various productions and events.  
Prerequisite: THTR 107 and consent of the Department.

**THTR 206-3 (BC=3)**  
**(180 hrs minimum)**  
**Applied Practice and Theory II**  
Theoretical and practical instruction in the production of entertainment events through involvement in theatre and entertainment productions. Students will have the opportunity to redevelop and strengthen previously acquired skills, or they may be assigned to a position meant to introduce new skills. Students will be assigned a designated area of responsibility within various productions and events.  
Prerequisite: THTR 205 and consent of the Department.

**THTR 207-3 (BC=3)**  
**(180 hrs minimum)**  
**Applied Practice and Theory III**  
Theoretical and practical instruction in the production of entertainment events. Students will be able to continue refining skills and working on communication and team building skills required in the entertainment industry. Students will be assigned a designated area of responsibility within various productions and events where they will work with first year students in a supervisory role.  
Prerequisite: THTR 206 and consent of the Department.

**THTR 215-2 (BC=2)**  
**(36 hrs)**  
**Scenic Painting**  
This course will teach the student a systematic approach to painting theatrical scenery. The class will examine traditional scene painting techniques and the tools and materials that have been developed to support those techniques. Instructed by department staff.  
Prerequisite: THTR 176

**THTR 258-3 (BC=3)**  
**(40 hrs)**  
**Drawing as Communication**  
Introduction to perspective rendering and figure drawing as a communication tool within the production processes of entertainment events.  
Prerequisite: THTR 158

**THTR 265-2 (BC=2)**  
**(30 hrs)**  
**Stage and Event Management II**  
Continued management and communication skills for the entertainment industry.  
Prerequisite: THTR 168

**THTR 278-5 (BC=5)**  
**(80 hrs)**  
**Design and Visual Communication within the Entertainment Industry**  
Examining the creative techniques and visual communication of theatrical design from concept to final presentation. Emphasis will be made on the various forms of communication used by designers. This course will implement skills previously acquired, including those of drawing, drafting, prop building, lighting and stagecraft.  
Prerequisite: THTR 176

**THTR 285-2 (BC=2)**  
**(30 hrs)**  
**Professional Development I**  
Researching and developing life-skills and career paths within the Entertainment industry. Accessing information from contacts with educators, practicing professionals, and employers in the entertainment industry.

**THTR 286-2 (BC=2)**  
**(42 hrs)**  
**Professional Development II**  
Researching and developing life-skills and career paths within the Entertainment industry. Accessing information from contacts with educators, practicing professionals, and employers in the entertainment industry.  
Prerequisite: THTR 285

**THTR 295-2 (BC=2)**  
**(24 hrs)**  
**Intensive Series I**  
Students will be able to choose areas of interest in the entertainment industry to study at a more advanced level. Material may be presented in workshop, classroom, or through hands-on work.  
Prerequisite: THTR 126 and consent of the Department

**THTR 296-3 (BC=3)**  
**(56 hrs)**  
**Intensive Series II**  
Theatre and entertainment production advanced study intensives. Students will be able to choose areas of interest in the entertainment industry to study at a more advanced level.  
Prerequisite: THTR 295



**THTR 297-3 (BC=3)**  
**(64 hrs)**
**Intensive Series III**

Theatre and entertainment production advanced studies intensives. Students will be able to choose areas of interest at a more advanced level in order to reinforce career choices.

Prerequisite: THTR 296

## Theatre Performance and Creation

**Note: Courses open to Theatre Performance and Creation students only**

**THTR 100-2 (BC=2)**  
**(33 hrs)**
**Theatre Research & Development I**

An introduction for the theatre artist into the practical and theoretical approaches to play analysis, theatrical forms and styles.

**THTR 101-2 (BC=2)**  
**(30 hrs)**
**Theatre Research & Development II**

Continued practical and theoretical investigation of plays, theatrical forms and styles.

Prerequisite: THTR 100

**THTR 110-1 (BC=1)**  
**(11 hrs)**
**The Business of Theatre I**

Introduction to the business of theatre as it pertains to the individual theatre artist.

**THTR 111-1 (BC=1)**  
**(10 hrs)**
**The Business of Theatre II**

Continued investigation of the business of theatre as it pertains to the individual theatre artist and theatre collaborators.

Prerequisite: THTR 110

**THTR 120-3 (BC=3)**  
**(44 hrs)**
**The Expressive Body I**

An introduction to physical techniques and practices as it relates to theatre acting and creation work.

**THTR 121-3 (BC=3)**  
**(40 hrs)**
**The Expressive Body II**

Continued development of physical techniques and practices as it relates to theatre acting and creation work.

Prerequisite: THTR 120

**THTR 130-3 (BC=3)**  
**(44 hrs)**
**The Expressive Voice I**

Introduction to the techniques and practices of voice training as it relates to theatre acting, singing and creation work.

**THTR 131-3 (BC=3)**  
**(40 hrs)**
**The Expressive Voice II**

Continued development of voice techniques and practices as it relates to theatre acting, singing and creation work.

Prerequisite: THTR 130

**THTR 140-3 (BC=3)**  
**(30 hrs class/36 hrs lab)**
**Acting I**

An introduction to improvisation as it relates to the process of acting and creating for the theatre.

**THTR 141-3 (BC=3)**  
**(30 hrs class/30 hrs lab)**
**Acting II**

Continued exploration of the acting and creation process as it relates to theatre text.

Prerequisite: THTR 140

**THTR 150-2 (BC=2)**  
**(90 hrs)**
**Theatre Artist Studio I**

An introductory level of competencies for further training practices, rehearsal processes and presentations of published plays, new plays and/or self-created works as it relates to ensemble theatre creation and performance.

**THTR 151-3 (BC=3)**  
**(135 hrs)**
**Theatre Artist Studio II**

An intermediate level of competencies for rehearsal and performance of published plays, new plays and/or self-created works as it relates to ensemble theatre creation and performance.

Prerequisite: THTR 150

**THTR 160-3 (BC=3)**  
**(40 hrs)**
**Introduction to Devising Theatre**

An introduction to concepts and alternative approaches for devising original theatre pieces.

Prerequisite: ENGL 219 and THTR 140

**THTR 200-1 (BC=1)**  
**(18 hrs)**
**Theatre Research and Development III**

Advanced practical and theoretical investigation of theatre text, form and styles.

Prerequisite: THTR 101

**THTR 210-1 (BC=1)**  
**(9 hrs)**
**The Business of Theatre III**

Further investigation of the business of theatre as it pertains to the individual theatre artist and the global theatre industry.

Prerequisite: THTR 111

**THTR 220-3 (BC=3)**  
**(36 hrs)**
**The Expressive Body III**

Advanced application of physical expression techniques and practices as it relates to theatre acting and creation work.

Prerequisite: THTR 121

**THTR 230-3 (BC=3)**  
**(36 hrs)**
**The Expressive Voice III**

Advanced application of voice techniques and practices as it relates to theatre acting, singing and creation work.

**THTR 240-3 (BC=3)**  
**(30 hrs class/24 lab)**
**Acting III**

Advanced application of the acting and creation process as it relates to theatre styles.

Prerequisite: THTR 141

**THTR 250-3 (BC=3)**  
**(135 hrs)**
**Theatre Artist Studio III**

An advanced level of rehearsal process and performance as it relates to a piece of theatre (published, new work or self creation) and/or placement in a theatre related field study environment.

Prerequisite: THTR 151

**THTR 251-5 (BC=5)**  
**(225 hrs)**
**Theatre Artist Studio IV**

An advanced level of rehearsal process and performance as it relates to a piece of theatre (published, new work or self creation) and/or placement in a theatre related field study environment. This course will also focus on self created solo performance along with preparation for entering the professional realm of theatre or going on to further advanced levels of training.

Prerequisite: THTR 250

**THTR 260-8 (BC=8)**  
**(120 hrs class/30 hrs lab)**  
**Creative Fusion**

An intense advanced level laboratory integrating disciplines of the theatre as they relate to solo and group theatre creation and performance. This course, taught by a team of specialists, will have students applying advanced levels of movement, acting and voice skills for development and presentation of both published works and self created works.

Prerequisites: THTR 220, THTR 230, THTR 240 & THTR 160.

## Transitional Vocational

**TVOC 010-4 (BC=4)**  
**(4-0) 15 weeks**  
**Self-Awareness**

Developing and increasing your understanding of self and how you present that to others.

**TVOC 011-4 (BC=4)**  
**(4-0) 15 weeks**  
**Vocational Preparation**

Introduction to the world of work. Examining reasons for working, areas that influence success on the job, getting a job, and keeping it.

**TVOC 012-2 (BC=2)**  
**(2-0) 15 weeks**  
**Recreation and Community Living**

Studying basic concepts of fitness, nutrition and lifestyle planning. Identifying services provided by local community agencies and facilities.

**TVOC 013-5 (BC=5)**  
**(300 hours) 15 weeks**  
**Jobsite Skills Training I**

"Hands-on" skill training in the employment area best suited to your interests and abilities. Three days per week.

**TVOC 014-3 (BC=3)**  
**(3-0) 16 weeks**  
**Interpersonal Skills**

Communicating with others in the most effective way. Conflict resolution skills, assertiveness, problem-solving and stress management.

**TVOC 015-3 (BC=3)**  
**(3-0) 16 weeks**  
**Skills for Employment**

Exploring occupational choices and looking at individual abilities and interests. Learning and practicing job search techniques.

**TVOC 016-3 (BC=3)**  
**(3-0) 16 weeks**  
**Skills for Independence**

Combines skills necessary for banking and budgeting with skills needed for wise shopping and having an apartment.

**TVOC 017-5 (BC=5)**  
**(320 hours) 16 weeks**  
**Jobsite Skills Training II**

"Hands-on" skill training in the employment area best suited to your interests and abilities. Three days per week.

**TVOC 018-5 (BC=5)**  
**(240 hours) 8 weeks**  
**Block Practicum**

Full-time work experience in the field you want to find a job in. Hours of work during this placement will vary depending on the business requirements.

## Unit Clerk

**UNIT 100-2 (BC=2)**  
**(68 lab hours)**  
**Computer Skills**

This is a self-directed course covering an introduction to computers, together with word processing and spreadsheet applications. This course will provide a foundation of computer literacy for the Unit Clerk field.

\*The course is designed as a self-directed course but a mandatory seminar is required to provide students with support; please register in both the Lecture and Seminar sections of this course.

Prerequisites: None

Prior Learning recognition, based on a skills appraisal, is available for students with computer skills but application for PLAR must be completed by the Add/Drop date.

**UNIT 101-1 (BC=1)**  
**(42 lab hours)**  
**Speed Building**

Computer keyboard speed and accuracy building.

**UNIT 102-4 (BC=4)**  
**(60 hours)**  
**Medical Terminology**

Using and interpreting medical terminology, abbreviations and symbols commonly used in the health care system.

**UNIT 103-7 (BC=7)**  
**(105 hours)**  
**Processing Medical Orders**

Transcribing medical orders using a manual (paper) process combined with entering orders into current Alberta Health Services software. This course is taught offsite. Prerequisite or Co-requisite: UNIT 102

**UNIT 105-2 (BC=2)**  
**(145 hours)**  
**Preceptored Practice**

Experience in a health care setting with a Unit Clerk preceptor.

Prerequisites: Unit Clerk 100, 101, 102, 103, 106, 107

**UNIT 106-3 (BC=3)**  
**(45 hours)**  
**Exploring the Role of the Unit Clerk**

Concepts, skills and attitudes necessary to perform the role of the Unit Clerk.

**UNIT 107-3 (BC=3)**  
**(45 hours)**  
**Essential Communication Skills for Unit Clerks**

Develop critical oral, written and non-verbal communication skills including telephone and interview skills. Create an effective resume, cover letter, and portfolio.

## Virtual Assistant

### VA 100-3 (BC=3)

**(3-0) 15 weeks**

#### Document Formatting

Using MS Word emphasis will be on the production of mailable correspondence, (including merge), tabulated and tabled material, basic reports, minutes, and itineraries. The focus will also be on building keyboarding speed and accuracy.

### VA 110-3 (BC=3)

**(3-0) 15 weeks**

#### Communication Skills

Produce professional letters, memos, reports, and articles. Other topics covered include: Internet research, teleconferencing, networking, and telecommuting.

### VA 120-3 (BC=3)

**(3-0) 15 weeks**

#### Basic Bookkeeping for a Home Business

Practical accounting procedures for a small business, including MS Excel. This basic course is not intended to train students in accounting procedures at the level necessary to offer accounting services to clients. See OADM 220 as an option for further training in accounting.

### VA 130-3 (BC=3)

**(3-0) 15 weeks**

#### Starting a Virtual Assistant Business

Topics include: Business plan, marketing plan, licenses, tax laws, business equipment, setting a rate, troubleshooting office equipment. Survey of several topics that will be covered in more depth in other courses.

### VA 140-3 (BC=3)

**(3-0) 15 weeks**

#### Office Management for Virtual Businesses

Topics include: Time management, developing business relationships, business ethics, handling conflicts, stress management, separating home life and business, office setup and layout of a home office, meetings and event planning.

### VA 150-3 (BC=3)

**(3-0) 15 weeks**

#### Marketing Your Virtual Business

Topics include: Determine a niche, network with other Virtual Assistants, design a company web site, company image, VA associations.

### VA 160-3 (BC=3)

**(120 hours) 15 weeks**

#### Virtual Practicum

Complete 120 hours of practical online experience with a business. Take part in online seminars to discuss the practicum with the practicum coordinator. Grading will be credit/non-credit.

Prerequisites: Complete all the required courses and one option course while maintaining a GPA of 2.00 with no grade lower than D.

### VA 170-3 (BC=3)

**(3-0) 15 weeks**

#### Web Design

Learn the basic to advanced functions of Macromedia Dreamweaver to create web sites, including: formatting text, inserting images, creating hyperlinks, building tables and frame sets, adding multimedia content and dynamic HTML features.

### VA 180-3 (BC=3)

**(3-0) 15 weeks**

#### Technologies for the Virtual Office

An introduction to online technologies currently being used by Virtual Assistants and their clients. Topics include: Autoresponders, auto payments, remote access, online file sharing, product/service demos, social media organization platforms and creating online newsletters and videos.

## Zoology

Note: Not all courses listed may be offered. Check Course Timetable for availability.

### ZOOL 325-3 (BC=4)

**(3-3) 15 weeks**

#### Comparative Anatomy of the Vertebrates

Vertebrate structure and functional significance. Chordates, origin of vertebrates, survey of vertebrate classes, early development and major systems. Emphasis is on the mammals.

Prerequisite: BIOL 218

### ZOOL 342-3 (BC=3)

**(3-0) 15 weeks**

#### Animal Physiology: Intercellular Communication

Communication between cells. Functioning of the nervous and muscular system. Sensing of the environment. Hormones, regulation and action. Immunity. Examples from invertebrate and vertebrates.

Prerequisite: BIOL 217

### ZOOL 350-3 (BC=4)

**(3-3) 15 weeks**

#### Survey of the Invertebrates

Systematics, functional anatomy, life cycles, distribution, evolution, and importance of major invertebrate taxa. Brief survey of minor taxa. Selected topics in invertebrate biology.

Prerequisite: BIOL 218

# CAREER AND ACADEMIC PREPARATION COURSES

Note: You must have strong prerequisite skills to be successful in higher course levels.

Note: Some courses in our program may be taken through independent study subject to Chairperson approval.

## Accounting

**ACCT 075-6** (BC=6)  
(6-0) 15 weeks  
**Basic Accounting I**

This course is equivalent to OADM 120.  
High School Equivalent: Grade 10-11 level.

## Adult Development

**ADEV 061-2** (BC=2)  
15 weeks

### Work Place Learning

Learners will complete a combination of work site learning and/or volunteerism and instructional modules designed to meet individual needs on a continuum of pre-employment skills to workplace experience.

Prerequisite or Co-requisite: ADEV 040 or ADEV 062 or consent of the Department.

**ADEV 062-3** (BC=3)  
(3-0) 15 weeks

### Learning and Working Cultures

Learners will participate in a variety of activities to assist them to experience and understand the culture of learning and working. Activities may include: portfolio development, career exploration, work place ethics, learning strategies.

**ADEV 063-2** (BC=2)  
15 weeks

### Occupational Elements

This course allows learners to contract to complete learning experiences which result in certifications such as First Aid and WHMIS that will increase readiness for immediate employment.

Note: May not be offered every year.

**ADEV 065-3** (BC=3)  
(3-0) 15 weeks

### Essential Skills for Learning and Working I

Learners will complete modules based on assessed individual needs in the areas of: Building Personal Capacity, Planning and Managing, Interacting and Communicating.  
Prerequisite: ADEV 062

**ADEV 066-3** (BC=3)  
15 weeks

### Essential Skills for Learning and Working II

Learners will complete additional modules based on assessed individual needs in the areas of: Building Personal Capacity, Planning and Managing, Interacting and Communicating.

Prerequisite: ADEV 065

Note: May not be offered every year.

**ADEV 067-3** (BC=3)  
15 weeks

### Essential Skills for Learning and Working III

Learners will complete additional modules based on assessed individual needs in the areas of: Building Personal Capacity, Planning and Managing, Interacting and Communicating.

Prerequisite: ADEV 066

Note: May not be offered every year.

**ADEV 068-1** (BC=1)  
(0-1-0) 15 weeks

### Supported Study

Learners will participate in a systematic approach to study activities, taking advantage of various resources. Study and learning strategies will include formal and informal activities and resources such as student study groups, instructor consultation, Learning Resource Center, Computer Lab, Counselling & Learning Support. Learners will be responsible for planning and recording their plans and activities.

Note: Check with Office 1809 for the forms to record study time.

**ADEV 069-2** (BC=2)  
(0-2-0) 15 weeks

### Supported Study

Learners will participate in a systematic approach to study activities, taking advantage of various resources. Study and learning strategies will include formal and informal activities and resources such as student study groups, instructor consultation, Learning Resource Center, Computer Lab, Counselling & Learning Support. Learners will be responsible for planning and recording their plans and activities.

Note: Check with Office 1809 for the forms to record study time.

## Biology

**BIOL 075-4** (BC=4)  
(4-1) 15 weeks

### Introductory Biology

For students with no biology background. Includes basic cell chemistry and cell function; genetics and evolution; classification of living things. Lab work is related to class discussion and gives you practical experience in a lab setting.

High School Equivalent: Grade 10-11 level

Prerequisite: ENGL 075 or English 10

Co-requisite: ENGL 075

**BIOL 095-6** (BC=6)  
(5-2) 15 weeks

### Preparatory Biology

Principles of human anatomy and physiology. Basic environmental biology. This course will prepare you for more advanced studies in biology. Lab work is related to class discussions, and allows you to improve certain biology lab skills. A strong background in basic chemistry recommended.

High School Equivalent: Grade 12 level

Prerequisite: BIOL 075 or Biology 20 (Alberta)

## Chemistry

**Note:** You need a lab coat and safety glasses to take part in chemistry labs. You can buy these items at the Bookstore. Please note that contact lenses are not allowed in the laboratory.

### CHEM 075-4 (BC=4)

**(4-1) 15 Weeks**

#### Introductory Chemistry

For students with no chemistry background. Elements and the periodic table. Chemical bonding. Nomenclature. Chemical reactions. Stoichiometry. Lab work is related to class discussions.

High School Equivalent: Grade 10-11 level  
Prerequisite or Co-requisite: MATH 075, Math 10, Math 10 (Pure) or Math 23.

### CHEM 095-6 (BC=6)

**(5-0-2) 15 weeks**

#### Preparatory Chemistry

For students with previous study in bonding, nomenclature, and stoichiometry. Gases. Solutions. Energy. Electrochemistry. Equilibrium. Acids and Bases. Lab work is related to class discussions.

High School Equivalent: Grade 12 level  
Prerequisite: CHEM 075 or Chem 20, and MATH 075 or Math 10.

## Computers

### BCMT 050-4 (BC=4)

**(3-2) 15 weeks**

#### Basic Computer Skills

For students who have very minimal computer skills. An introduction to practical basic computer skills including using windows, keyboarding, word processing, and using Internet e-mail. A hands-on integrated approach designed for the apprehensive computer beginner.

### CMPT 073-1 (BC=1)

#### Intermediate Keyboarding II

See page 137 for course description.

### CMPT 085-4 (BC=4)

**(3-2) 15 weeks**

#### Introduction to Personal Computers

See page 137 for course description.

### CMPT 090-4 (BC=4)

**(3-2) 15 weeks**

#### Information Processing Using Microcomputers

See page 137 for course description.

## English

### ENGL 050-5 (BC=5)

**(4-2S) 15 weeks**

#### Basic English

For students who have been away from school for some time. This course is designed to develop reading, comprehension and vocabulary skills and to develop writing skills. It provides a basic introduction to literature.

### ENGL 075-5 (BC=5)

**(5-0) 15 weeks**

#### Reading, Viewing and Composition

Introduction of major literary genre. Development of critical and analytical reading and viewing skills. Presentation of responses to text in written and oral form. Development and improvement of writing skills, including grammar study. Introduction to research and documentation.

High School Equivalent: Grade 11 level  
Prerequisite: ENGL 050 or consent of the Department.

### ENGL 090-5 (BC=5)

**(5-0) 15 weeks**

#### Critical and Analytical Study of Texts

Read and respond to non-fiction, poetry, short and long fiction, and drama. Respond critically and analytically to non-print texts such as short films, video clips, documentaries, etc. Employ grammatical structures to demonstrate increasingly sophisticated writing style. Expand and polish research skills.

High School Equivalent: ELA 30-2  
Prerequisite: ENGL 075, English 20-1, ELA 20-2, English 23 or consent of the Department.

### ENGL 095-5 (BC=5)

**(5-0) 15 weeks**

#### Literature and Composition

The major literary forms of prose, drama, and poetry. Critical and analytical reading. Essay writing to develop clear, concise effective arguments.

High School Equivalent: Grade 12 level  
Prerequisite: English 20, ELA 20-1, ENGL 090, ELA 30-2 or consent of the Department.

## Mathematics

**Note:** Students who have been out of high school for one year or more will be required to be tested prior to placement in a mathematics course in the Career and Academic Preparation Program. Please book for your test by calling 342-3400 or 343-4026.

### MATH 050-5 (BC=5)

**(5-0) 15 weeks**

#### Preparatory Mathematics

A basic mathematics course for students requiring algebra or applied mathematics. Operations on rational numbers; introduction to statistics; Metric and English measurement; geometry in 1, 2 & 3 dimensions; introduction to algebra; and solving equations.

### MATH 075-5 (BC=5)

**(5-0) 15 weeks**

#### Introductory Algebra

An introductory course for students requiring algebra. Topics include; polynomials and factoring; linear equations and their graphs; solving equations and inequalities; problem solving; geometry; and trigonometry.

Prerequisite: MATH 050, Math 13 or Math 10 Prep

### MATH 085-5 (BC=5)

**(5-0) 15 weeks**

#### Intermediate Algebra

An intermediate course for students requiring algebra. Topics include: functions, relations and graphing; systems of equations; radicals and their properties; rational expressions; quadratic equations and functions; and selected topics from trigonometry.

Prerequisite: MATH 075, Math 10C, or Math 23 or 33

### MATH 096-6 (BC=6)

**(6-0) 15 weeks**

#### Precalculus: Algebra & Trigonometry

A senior math course. Topics include: quadratic functions; polynomial and rational functions; logarithmic and exponential functions; trigonometric functions; sequences and series; permutations and combinations. Problem solving methods will be emphasized.

Prerequisite: MATH 085 or Math 20-1



**MATH 097-5 (BC=5)**  
**(5-0) 15 weeks**

Elementary Calculus and Modern Mathematics

A senior course recommended for students who will be taking university calculus courses. Calculus topics include: limits and continuity; derivatives; graphing; applications of derivatives; integration; applications of integration. Topics in modern mathematics will be chosen from the mathematics of social choice, management science, growth and symmetry.

High School Equivalent: Math 31

Prerequisite: MATH 096 or Math 30-1

Corequisite: Math 096 or Math 30-1

Note: Students with an applied mathematics background from high school will be required to upgrade according to the results of their math placement test.

## Music

**MUSI 192-3 (BC=3)**  
**(3-0) 15 weeks**

**Rudiments of Music Theory and Aural Skills**

For students with little or no formal music theory and aural skills background who have interest in these basics of music, or who are preparing to enter the Music Diploma program. Designed to acquire a basic working knowledge in traditional theory: notation, scales, key and time signatures, intervals, terminology, reading, identification by ear and by sight of melodies, rhythms and harmonies. Will prepare prospective students for entrance into Red Deer College's Music Diploma program.

## Physics

**PHYS 075-4 (BC=4)**  
**(4-1) 15 weeks**

**Introductory Physics**

Measurement, data analysis, SI units. Heat applications. Pressure, fluids, buoyancy. Waves, sound, light and optics. Lab and project work related to classroom concepts. High School Equivalent: Grade 10-11 level  
Prerequisite: MATH 075, Math 10 or 23 or consent of the Department.

**PHYS 095-6 (BC=6)**  
**(5-0-2) 15 weeks**

**Preparatory Physics**

Measurement and data analysis review. Linear and 2-dimension motion. Vectors with applications; statics and dynamics. Gravity, work & energy. Electricity and magnetism theory and application.

High School Equivalent: Grade 12 level.

Prerequisite: Physics 20 or PHYS 075, and

MATH 085 or Math 20-1 or Math 30-2 or

consent of the Department.

## Science

**SCIE 050-5 (BC=5)**  
**(5-0) 15 weeks**

**Basic Science**

Basic scientific theories and principles in biology, chemistry and physics. Includes a discussion of the structure of matter, chemical reactions, energy and motion, heat, water, living things, ecology and human body systems. This course will prepare you for high school level sciences and is highly recommended.

Note: May not be offered every semester

## Social Studies

**SOST 090-5 (BC=5)**  
**(5-0) 15 weeks**

**Canadian Studies**

Explores multiple perspectives on globalization and the impact of globalization on identity, economies, and quality of life. This course also explores the complexities of nationalism, including Canadian and international contexts. The origins of nationalism and its influence globally, regionally, and internationally are also considered. Ideologies are also considered as they relate to contemporary global issues.

High School Equivalent: Social Studies 20-2/30-2

Prerequisite or Co-requisite: English 75 or ELA 20-2, or consent of Department.

**SOST 095-5 (BC=5)**  
**(5-0) 15 weeks**

**Twentieth Century World**

Two major topics: political and economic systems, and cooperation and conflict in the twentieth century. The development of the ideologies of fascism, socialism, communism, and capitalism. Major conflicts of the twentieth century, including WWI and WWII.

High School Equivalent: Grade 12 level

Prerequisite: SOST 085 or Social Studies 20 or consent of the Department.

Prerequisite or Co-requisite: ENGL 095 or ELA 30-1, or ELA 30-2 or consent of the Department.

# ADULT BASIC EDUCATION COURSES

## Canadian Studies

**CAST 050-5** (BC=5)

*(5-0) 15 weeks*

### Canadian Studies

Students will focus on citizenship and becoming involved citizens. Skills relevant to employability, job success, and personal management will be covered. Topics may include problem-solving, conflict resolution, teamwork, and critical thinking in the workplace.

Note: Available at Rocky Mountain House campus only.

## Mathematics

**MATH 038-5** (BC=5)

*(5-0) 15 weeks*

### Basic Math

Basic skills in adding, subtracting, multiplying and dividing whole numbers, plus an introduction to fractions.

Note: May not be offered every year

**MATH 039-5** (BC=5)

*(5-0) 15 weeks*

### Basic Math

Understanding fractions, decimals, geometry, measurement.

**MATH 040-5** (BC=5)

*(5-0) 15 weeks*

### Basic Math

A review of fractions and whole numbers, plus concentration on decimals, percent, ratio and proportion, measurement, and graphing.

## Reading

**READ 038-5** (BC=5)

*(5-0) 15 weeks*

### Basic Reading

A structured reading course which provides basic reading skills and improves vocabulary. Students entering this level may have limited reading skills.

Note: May not be offered every year

**READ 039-5** (BC=5)

*(5-0) 15 weeks*

### Basic Reading

Students will read a variety of materials more fluently. Vocabulary development and reading comprehension are stressed.

Note: May not be offered every year

**READ 040-5** (BC=5)

*(5-0) 15 weeks*

### Basic Reading

Increased focus on improving reading skills, enriching vocabulary and developing critical thinking skills. Students entering this level are reasonably fluent readers.

## Writing

**WRIT 038-5** (BC=5)

*(5-0) 15 weeks*

### Basic Writing

Sentences, simple paragraphs, spelling, and phonics. Students entering this level may have limited writing skills.

Note: May not be offered every year

**WRIT 039-5** (BC=5)

*(5-0) 15 weeks*

### Basic Writing

Sentence construction and paragraphs, spelling rules and strategies, journal writing. Introduction to grammar.

Note: May not be offered every year

**WRIT 040-5** (BC=5)

*(5-0) 15 weeks*

### Basic Writing

Concentration is now focused on writing clearly and confidently to prepare for further studies or employment. Includes a study of grammar.

## GED & PreTrades

**ABES 043-5** (BC=5)

*(5-0) 15 weeks*

### PreTRADES

Trades math, applied physics, and English necessary for passing the trade entrance examination administered by Alberta Career Development (excludes electrical). Prerequisite: MATH 040 and ENGL 040 or equivalent.

# SERIES VISUAL ARTS SUMMER SCHOOL

## ARTX 101-1

*(30 hours) 1 week*

### Introductory Drawing

Basic theory and practice of drawing.

## ARTX 102-1

*(30 hours) 1 week*

### Landscape Drawing

Theory and practice of drawing the landscape.

## ARTX 103-1

*(30 hours) 1 week*

### Design

Theory and practice of design and visual communication.

## ARTX 104-1

*(30 hours) 1 week*

### Functional Design

Theory and practice of designing functional objects.

## ARTX 105-1

*(30 hours) 1 week*

### Three Dimensional Design

Theory and practice of three dimensional design.

## ARTX 106-1

*(30 hours) 1 week*

### Intermediate Drawing

Theory and practice of drawing with an emphasis on developing more advanced skills.

## ARTX 107-1

*(30 hours) 1 week*

### Expressive Drawing

Theory and practice of drawing with an emphasis on development of a personal drawing style.

## ARTX 108-1

*(30 hours) 1 week*

### Figure Drawing

Theory and practice of drawing the human figure.

## ARTX 109-1

*(30 hours) 1 week*

### Anatomical Drawing

Theory and practice of anatomical drawing

## ARTX 110-1

*(30 hours) 1 week*

### Mixed Media Drawing

An introduction to the theory and practice of mixed media drawing.

## ARTX 111-1

*(30 hours) 1 week*

### Introductory Painting

A perceptual approach to painting.

## ARTX 112-1

*(30 hours) 1 week*

### Still Life Painting

Theory and practice of painting still life.

## ARTX 113-1

*(30 hours) 1 week*

### Exploring Painting Media

An introduction to a variety of painting media.

## ARTX 114-1

*(30 hours) 1 week*

### Approaches to Painting

An exploration of various approaches to painting.

## ARTX 115-1

*(30 hours) 1 week*

### Intermediate Landscape Painting

Developing more advanced landscape drawing skills.

## ARTX 116-1

*(30 hours) 1 week*

### Painting on Location

Theory and practice of painting in an off-campus setting.

## ARTX 117-1

*(30 hours) 1 week*

### Portrait Painting

Theory and practice of portrait painting.

## ARTX 118-1

*(30 hours) 1 week*

### Figure Painting

Theory and practice of painting the human figure.

## ARTX 119-1

*(30 hours) 1 week*

### Introductory Watercolour Painting

Basic theory and practice of watercolour painting.

## ARTX 120-1

*(30 hours) 1 week*

### Intermediate Watercolour Painting

Developing more advanced watercolour painting skills.

## ARTX 121-1

*(30 hours) 1 week*

### Introductory Wheelthrowing

Basic theory and practice of using the potter's wheel.

## ARTX 122-1

*(30 hours) 1 week*

### Basic Handbuilding Techniques

An introduction to sculpture processes using clay.

## ARTX 123-1

*(30 hours) 1 week*

### Surface Treatments for Ceramic Sculpture

An introduction to surface treatments for ceramic sculpture.

## ARTX 124-1

*(30 hours) 1 week*

### Introduction to Ceramic Tile Making

Basic theory and practice of ceramic tile making.

## ARTX 125-1

*(30 hours) 1 week*

### Introductory Raku

Basic theory and practice of the raku ceramic firing process.

## ARTX 126-1

*(30 hours) 1 week*

### Mold Making for Slip Casting

Theory and practice of making molds for ceramic slip casting.

## ARTX 127-1

*(30 hours) 1 week*

### Clay Modelling

Introduction to the process of clay modelling.

**ARTX 128-1**  
(30 hours) 1 week  
**Ceramic Sculpture**  
Sculptural process using clay.

**ARTX 129-1**  
(30 hours) 1 week  
**Low Fire Glazing**  
Theory and practice of low fire ceramic glazing.

**ARTX 130-1**  
(30 hours) 1 week  
**High Fire Glazing**  
Theory and practice of high fire ceramic glazing.

**ARTX 131-1**  
(30 hours) 1 week  
**Wood Fire Glazing**  
Theory and practice of the wood firing process for ceramics.

**ARTX 132-1**  
(30 hours) 1 week  
**Creative Glazing**  
Emphasizing design and creativity in the application of ceramic glazes.

**ARTX 133-1**  
(30 hours) 1 week  
**Intermediate Raku**  
Development of personal style and creativity using the Raku Ceramic Firing process.

**ARTX 134-1**  
(30 hours) 1 week  
**Advanced Tilemaking**  
Theory and practice of more advanced techniques of ceramic tilemaking.

**ARTX 135-1**  
(30 hours) 1 week  
**Intermediate Wheelthrowing**  
Emphasis is on refining techniques of throwing and developing more complex forms on the potter's wheel.

**ARTX 136-1**  
(30 hours) 1 week  
**PaperClay for Ceramic Sculpture**  
The sculptural process using paperclay.

**ARTX 137-1**  
(30 hours) 1 week  
**Advanced Functional Wheelthrowing**  
Studio bases. The development of complex functional forms on the potter's wheel.

**ARTX 138-1**  
(30 hours) 1 week  
**Advanced Wheelthrowing**  
Studio bases. Focussing on form and function.

**ARTX 139-1**  
(30 hours) 1 week  
**Ceramic Form and Surface**  
Emphasis on refining personal imagery using advanced techniques of ceramic construction and surface design.

**ARTX 140-1**  
(30 hours) 1 week  
**Introductory Sculpture**  
An introduction to the sculptural process.

**ARTX 141-1**  
(30 hours) 1 week  
**Figure Sculpture**  
Theory and practice of sculpting the human figure.

**ARTX 142-1**  
(30 hours) 1 week  
**Sculpting the Head**  
Theory and practice of sculpting the human head.

**ARTX 143-1**  
(30 hours) 1 week  
**Rubber Mold Making**  
Theory and practice of making rubber molds for bronze casting.

**ARTX 144-2**  
(60 hours) 2 weeks  
**Bronze Casting**  
Theory and practice of the lost wax method of bronze casting.

**ARTX 145-1**  
(30 hours) 1 week  
**Patina Workshop**  
An introduction to the patination process for metals.

**ARTX 146-2**  
(60 hours) 2 weeks  
**Sculpting the Body**  
Theory and practice of sculpting the human body, including skeletal structures and musculature.

**ARTX 147-1**  
(30 hours) 1 week  
**Etching**  
Basic theory and practice of the etching process.

**ARTX 148-1**  
(30 hours) 1 week  
**Monotype Printmaking**  
Basic theory and practice of monotype printmaking.

**ARTX 149-1**  
(30 hours) 1 week  
**Plastercast Printmaking**  
Basic theory and practice of Plastercast Printmaking.

**ARTX 150-1**  
(30 hours) 1 week  
**Japanese Woodcut Printmaking**  
Basic theory and practice of the process of Japanese woodcut printmaking.

**ARTX 151-1**  
(30 hours) 1 week  
**Wood Engraving**  
Basic theory and practice of wood engraving.

**ARTX 152-1**  
(30 hours) 1 week  
**Collography**  
An introduction to the theory and practice of collography.

**ARTX 153-1**  
(30 hours) 1 week  
**Relief Printmaking**  
An introduction to the process of relief printmaking using linocuts.

**ARTX 154-1**  
(30 hours) 1 week  
**Introductory Glassblowing**  
Basic theory and practice of glassblowing.

**ARTX 155-1**  
(30 hours) 1 week  
**Introductory Hand Bookbinding**  
Basic theory and practice of hand bookbinding.

**ARTX 156-1**  
(30 hours) 1 week  
**Traditional Hand Bookbinding**  
Basic theory and practice of hand bookbinding using traditional methods.

**ARTX 157-1****(30 hours) 1 week****Hand Formed Metal**

Basic theory and practice of hand raising metal.

**ARTX 158-1****(30 hours) 1 week****Fabric Techniques**

An introduction to the theory and practice of surface design on fabric.

**ARTX 159-1****(30 hours) 1 week****Metal Casting**

Basic theory and practice of casting metal for jewellery making.

**ARTX 160-1****(30 hours) 1 week****Intermediate glassblowing**

Theory and practice of more advanced techniques of glassblowing.

**ARTX 161-1****(30 hours) 1 week****Glass Sculpture**

The sculptural process using hot glass.

**ARTX 162-1****(30 hours) 1 week****Intermediate Hand Bookbinding**

Theory and practice of more advanced techniques including non-adhesive bookbinding.

**ARTX 163-1****(30 hours) 1 week****Advanced Jewellery Techniques**

Refinement of techniques and development of personal styles through the creative process.

**ARTX 164-1****(30 hours) 1 week****Intermediate Silk Dyeing**

Theory and practice of silk dyeing using traditional Japanese techniques.

**ARTX 165-1****(30 hours) 1 week****Fashion Design**

An introduction to basics of fashion design including pattern making, cutting and construction.

**ARTX 166-1****(30 hours) 1 week****Paper Marbelling**

Theory and practice of Japanese and European techniques of paper marbelling.

**ARTX 167-1****(30 hours) 1 week****Stained Glass**

A studio based class in the basic techniques of stained glass, including copper foil and lead construction methods.

**ARTX 168-1****(30 hours) 1 week****Glass Fusing**

An introduction to the techniques of kiln fired glass.

**ARTX 169-1****(30 hours) 1 week****Hand Papermaking**

The theory and practice of hand papermaking emphasizing technique and creativity.

**ARTX 170-1****(30 hours) 1 week****Quilting**

The design and construction of quilts, including colour theory, stitching techniques and historical references.

**ARTX 171-1****(30 hours) 1 week****Weaving**

Theory and practice of weaving.

**ARTX 172-1****(30 hours) 1 week****Photography**

Fundamental technical and aesthetic aspects of using the camera and photographic materials.

**ARTX 173-1****(30 hours) 1 week****Furniture Making**

Studio based introduction to the design and construction of contemporary furniture.



# INTERNATIONAL LEARNING OPPORTUNITIES



Part of RDC's Internationalization Strategy is to foster international awareness and understanding. Courses appearing contain a

significant international component or are offered in an international setting.

## **ART 201-3 Art History I**

See page 138 for course description

## **ART 203-3 Art History II**

See page 138 for course description

## **ART 301-3 Art History**

See page 138 for course description

## **ART 303-3 Art History**

See page 138 for course description

## **ART 305-3 Art History**

See page 138 for course description

## **ART 306-3 Art History**

See page 138 for course description

## **ECON 201-3 Introduction to Microeconomics**

See page 154 for course description

## **ECON 202-3 Introduction to Macroeconomics**

See page 154 for course description

## **ECON 323-3 International Economics**

See page 154 for course description

## **ECON 337-3 Development Economics**

See page 154 for course description

## **ECON 382-3 Intermediate Macroeconomic Theory**

See page 155 for course description

## **ENGL 391-3 Topic In International Literature**

See page 162 for course description

## **ENGL 392-6 International English Literature**

See page 162 for course description

## **HIST 311-6 International Relations in the 20th Century**

See page 166 for course description

## **HIST 314-3 Europe in the Era of the World Wars, 1900-1945**

See page 166 for course description

## **HIST 315-3 Europe in the Era of the Cold War, 1942-1991**

See page 166 for course description

## **HIST 349-6 The British Empire and Commonwealth**

See page 166 for course description

## **INTD 370-3 Survey on International Health**

See page 172 for course description

## **POLI 360-6 International Relations**

See page 190 for course description

The following courses offer the opportunity for study in an international setting:

### **KENYA**

#### **BIOL 318-3 Principles of Ecology**

See page 143 for course description

### **KENYA**

#### **ANTH 323-3 Ethnographic Survey of Africa**

See page 137 for course description

### **BELIZE**

#### **ZOOL 350-3 Survey of the Invertebrates**

See page 200 for course description

In addition, the following courses have a significant international perspective:

ANTH 200, 201, 307; GEOG 251, 381; HIST 207, 208, 209, 301, 314, 315, 333, 334, 349; POLI 388, 389

For further information please contact the respective department Chairs.

## **International Partners**

Ecole Supérieure de Commerce International Du Pas-De Calais (ESCI)  
Saint Omer, France  
- Exchange Agreement

Hokkaido Asai Gakuen University  
Hokkaido, Japan  
- Exchange Agreement

---

## NOTES

---

## NOTES

# Index

## A

Academic Advising ..... 24  
 Accounting ..... 137  
 Admission ..... 8  
 Adult Basic Education Courses .... 208  
 Agricultural/Food Business .....  
     Management ..... 53  
 Agriculture ..... 52  
 Anthropology ..... 28, 137  
 Application Processing ..... 10  
 Apprenticeship Training ..... 73  
 Assessment ..... 10  
 Assignment of Academic Credits 136  
 Atmospheric Sciences/Environmental  
     Earth Sciences ..... 54  
 Automation & Manufacturing  
     Engineering Tech ..... 78, 141  
 Automotive Service ..... 79, 143  
 Aviation ..... 133

## B

Bachelor of Arts ..... 16, 25  
 Bachelor of Arts in Sociology ..... 37  
 Bachelor of Education ..... 21, 40  
 Bachelor of Fine Art ..... 43  
 Bachelor of General Studies ..... 20  
 Bachelor of Kinesiology and .....  
     Sport Studies ..... 45  
 Bachelor of Science and Bachelor of  
     Education Combined ..... 42  
 Bachelor of Science Environmental ..  
     Science or Envir ..... 60  
 Bachelor of Science General ..... 50  
 Bachelor of Science in Nursing ..... 22  
 Biochemistry ..... 55, 143  
 Biological Sciences ..... 56, 144  
 Business Administration ..... 80, 145

## C

Career & Academic Preparation .....  
     ..... 83, 205  
 Career Development Certificate .....  
     Programs ..... 130  
 Carpentry and Construction .. 84, 146  
 Chemistry ..... 57, 149  
 Chiropractic ..... 69  
 Commerce ..... 38  
 Communication Studies ..... 28  
 Computer Information Systems .....  
     ..... 85, 172

## D

Dentistry ..... 70

## E

Early Learning & Child Care .. 87, 154  
 Economics ..... 30, 156  
 Education ..... 157  
 Educational Assistant ..... 89, 159  
 Electrical Engineering Tech .... 90, 160  
 Engineering ..... 58, 161  
 English ..... 30, 162  
 Environmental and Conservation .....  
     Sciences ..... 59

## F

Fees 11  
 Financial Services ..... 92, 165  
 Forest Business Management ..... 62  
 Forestry ..... 61  
 French or Spanish ..... 32, 166

## G

Geophysics ..... 66

## H

Health Care Aide ..... 94, 168  
 History ..... 33, 168  
 Hospitality and Tourism .....  
     Management ..... 95, 170  
 How to Apply ..... 9  
 Human Ecology ..... 63

## I

Information Technology ..... 172  
 International Learning Opportunities  
     212  
 International Students ..... 9

## K

Kinesiology and Sport Studies .....  
     ..... 97, 175

## L

Legal Assistant ..... 101, 178

## M

Management Certificate ..... 82  
 Mathematics ..... 64, 179  
 Medical Lab Assistant ..... 102, 180  
 Medicine ..... 70  
 Motion Picture Arts ..... 15, 104, 181  
 Music ..... 105, 182

## N

Network ..... 109, 172  
 Network Systems Technology .....  
     ..... 110, 172  
 Nursing ..... 22, 186  
 Nutrition and Food Sciences ..... 65

## O

Occupational Therapist & .....  
     Physiotherapist Ass't .... 112, 187  
 Office Administration ..... 188  
 Office Technology ..... 113  
 Open Studies ..... 114  
 Optometry ..... 71

## P

Pharmacy ..... 71  
 Pharmacy Technician ..... 115, 189  
 Philosophy ..... 34, 190  
 Physics ..... 66, 192  
 Physiology ..... 67, 193  
 Policy on Admission ..... 8  
 Political Science ..... 35, 193  
 Practical Nurse ..... 117, 194  
 Pre-Professional Programs ..... 69  
 Prior Learning ..... 12  
 Psychology ..... 36, 68, 195

## S

Social Work ..... 16, 118, 197  
 Sociology ..... 37, 198  
 Software Developer ..... 120, 172

## T

Tech Prep ..... 14  
 Theatre & Entertainment Production  
     ..... 123, 200  
 Theatre Performance & Creation .....  
     ..... 124, 202  
 Trades ..... 73  
 Transfer ..... 24  
 Transitional/Vocational Program .....  
     ..... 126, 203

## U

Unit Clerk ..... 127, 203  
 University Transfer Programs ..... 24  
 Upgrading ..... 83

## V

Veterinary Medicine ..... 72  
 Virtual Assistant ..... 128, 204  
 Visual Art ..... 129

---

## ■ CONTACT US

---

### **RED DEER COLLEGE MAIN CAMPUS**

100 College Blvd.  
PO Box 5005  
Red Deer, Alberta  
Canada  
T4N 5H5

### **DONALD SCHOOL OF BUSINESS RDC'S DOWNTOWN CAMPUS**

Millennium Centre  
4909 - 49 Street  
Red Deer, Alberta  
Canada  
T4N 1V1

### **MAIN SWITCHBOARD HOURS**

|                         |                       |
|-------------------------|-----------------------|
| Monday - Friday         | 8:00 a.m. – 4:30 p.m. |
| Main Switchboard Number | 403.342.3300          |
| Main Fax Number         | 403.340.8940          |

### **INFORMATION CENTRE HOURS**

|                   |   |
|-------------------|---|
| Monday - Friday   | 8:30 a.m. – 4:30 p.m.                               |
| Program Inquiries | 403.342.3400<br>1.888.732.4630<br>inquire@rdc.ab.ca |
| Fax Number        | 403.342.3188  |

### **DEPARTMENTS**

|                                |                                |
|--------------------------------|--------------------------------|
| Academic Advising              | 403.342.3400                   |
| Athletics                      | 403.342.3201                   |
| Bookstore                      | 403.342.3245                   |
| Cashiers/Parking               | 403.342.3132                   |
| Child Care Centre              | 403.357.3600                   |
| Continuing Education           | 403.357.3663<br>1.888.886.2787 |
| Counselling & Career Centre    | 403.343.4064                   |
| Disability Services            | 403.342.3165                   |
| Distance Learning Services     | 403.357.3664                   |
| Funding & Awards               | 403.342.3254                   |
| International Student Services | 403.342.3400                   |
| Learning Support Services      | 403.343.4099                   |
| Prior Learning Assessment      | 403.342.3219                   |
| Registrar's Office             | 403.342.3400                   |
| Residence                      | 403.342.3257                   |
| Students' Association          | 403.342.3200                   |

.....➔ The web version is the official academic calendar. Go to: **[www.rdc.ab.ca/academic\\_calendar](http://www.rdc.ab.ca/academic_calendar)**



### Prospective Student Office Hours

Mon. - Fri. | 8:30 am - 4:30 pm

Open late Thursdays until 6:00 pm

Program Inquiries 403.342.3400

Toll Free 1.888.732.4630

Fax Number 403.342.3188

E-mail [inquire@rdc.ab.ca](mailto:inquire@rdc.ab.ca)



when you get here you understand™

### Red Deer College

100 College Blvd | Box 5005

Red Deer | AB | Canada | T4N 5H5

[www.rdc.ab.ca](http://www.rdc.ab.ca)

