WELCOME FROM THE PRESIDENT

At Aurora College, we are continually examining, reviewing and updating what we do and how we serve our learners and partners. In order to deliver an education that meets the needs of our students and our communities, we must remain current and innovative. This approach is necessary in the programs we deliver, the way we interact with our communities, partner and stakeholders, and in the way we do business.

One of those revisions is the way we provide information. Students and others familiar with the look and layout of previous Aurora College Academic Calendars will notice a number of changes in the 2015-16 edition.

In response to feedback from a number of sources, we have revised the Academic Calendar to better suit the needs of those who use it. We have streamlined the publication to contain only the current programs that lead to certificates, diplomas and degrees, and have removed the course details. This is to simplify our Academic Calendar so that users can find the information they want more quickly and easily. All of the information previously included in the Academic Calendar is still available on our website, in a searchable format at www.auroracollege.nt.ca. In addition, our admissions and registration offices can answer any questions that arise.

I hope you enjoy the new look of our Academic Calendar. If you have any further feedback or suggestions, please let us know.

Jane Arychuk
President
Aurora College
This Calendar introduces our wide variety of programs*, which include certificates, diplomas, degrees, trades, apprenticeship and industrial training. Our programs have been designed specifically to meet the unique needs of Northerners and of the Northwest Territories (NWT) labour market. We take pride in having programming that connects Northerners to educational opportunities throughout Canada and the world, with a presence in nearly every NWT community. Students benefit from the College’s small class sizes, which ensure more individual attention from instructors.

Historically, this land has been a place of hunting, harvesting and trading for the Chipewyan, Cree, Gwich’in, Inuit, Inuvialuit, Metis, North Slavey, South Slavey and Tlicho peoples. Aspects from this diverse cultural history have been incorporated into programs of study including the Bachelor of Education, Aboriginal Language and Culture Instructor, Environment and Natural Resources Technology, Social Work and Nursing programs. Our trades and technological training program reflect the needs of our modern North and ensures that our graduates are well prepared for employment in the current and future economy.

Aurora College has grown from a small adult vocational centre in the 1960s to the comprehensive post-secondary institution it is today. Our programs combine theory with practical experience, incorporating both the rich traditional knowledge and cultures of the north and the most up-to-date information and learnings in each program area. This has created an innovative programming mix that makes being a student of Aurora College a transformative experience.

Please explore our course and program offerings in this calendar and make the choice to join us in the near future. The result will be a rewarding educational experience that both prepares you for employment and enriches your life.

*This calendar contains our regularly scheduled programming. For information on additional programming offered by Aurora College, visit www.auroracollege.nt.ca.
Aurora College is focused on Student Success and is committed to supporting the development of our Northern society through excellence in education, training and research that is culturally sensitive and responsive to the people we serve.
Aurora College has made every effort to ensure that the information in this publication is accurate and complete at the time of publication. However, Aurora College reserves the right to make changes in its admission policies, procedures, educational costs and curricula without notice or obligation. Please consult the Aurora College website or the Registrar’s office for more information.

The programs and courses outlined in the calendar will be offered subject to sufficient enrolment and funding.

<table>
<thead>
<tr>
<th>Table of Contents</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information</td>
<td>2</td>
</tr>
<tr>
<td>Welcome</td>
<td>2</td>
</tr>
<tr>
<td>Mission Statement</td>
<td>4</td>
</tr>
<tr>
<td>History of Aurora College</td>
<td>6</td>
</tr>
<tr>
<td>Contact Information</td>
<td>8</td>
</tr>
<tr>
<td>Aurora Research Institute</td>
<td>9</td>
</tr>
<tr>
<td>2015-2016 Academic Schedule</td>
<td>10</td>
</tr>
<tr>
<td>General Information</td>
<td>11</td>
</tr>
<tr>
<td>How to Apply</td>
<td>12</td>
</tr>
<tr>
<td>International Students</td>
<td>13</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>14</td>
</tr>
<tr>
<td>Agreements</td>
<td>15</td>
</tr>
<tr>
<td>Rights and Responsibilities</td>
<td>17</td>
</tr>
<tr>
<td>Student Services</td>
<td>20</td>
</tr>
<tr>
<td>Library Services</td>
<td>21</td>
</tr>
<tr>
<td>Community and Extensions</td>
<td>21</td>
</tr>
<tr>
<td>School of Arts and Science</td>
<td>23</td>
</tr>
<tr>
<td>Environment and Natural Resources</td>
<td>24</td>
</tr>
<tr>
<td>Technology Diploma</td>
<td>26</td>
</tr>
<tr>
<td>Circumpolar Studies</td>
<td>26</td>
</tr>
<tr>
<td>School of Business and Leadership</td>
<td>27</td>
</tr>
<tr>
<td>Business Administration Diploma/Certificate</td>
<td>28</td>
</tr>
<tr>
<td>Office Administration Diploma/Certificate</td>
<td>30</td>
</tr>
<tr>
<td>Northern Leadership Development</td>
<td>32</td>
</tr>
<tr>
<td>School of Developmental Studies</td>
<td>37</td>
</tr>
<tr>
<td>Adult Literacy and Basic Education</td>
<td>38</td>
</tr>
<tr>
<td>Adult Basic Education Equivalencies</td>
<td>41</td>
</tr>
<tr>
<td>Occupations and College Access Program (OCAP)</td>
<td>42</td>
</tr>
<tr>
<td>University and College Access Program (UCAP)</td>
<td>46</td>
</tr>
<tr>
<td>School of Education</td>
<td>51</td>
</tr>
<tr>
<td>Bachelor of Education Degree</td>
<td>52</td>
</tr>
<tr>
<td>Aboriginal Language and Culture Instructor Diploma</td>
<td>56</td>
</tr>
<tr>
<td>Early Childhood Development Certificate</td>
<td>58</td>
</tr>
<tr>
<td>Certificate in Adult Education</td>
<td>61</td>
</tr>
<tr>
<td>School of Health and Human Services</td>
<td>63</td>
</tr>
<tr>
<td>Bachelor of Science in Nursing</td>
<td>64</td>
</tr>
<tr>
<td>Social Work Diploma</td>
<td>67</td>
</tr>
<tr>
<td>Personal Support Worker Certificate</td>
<td>69</td>
</tr>
<tr>
<td>Post Graduate Certificate in Remote Nursing</td>
<td>71</td>
</tr>
<tr>
<td>School of Trades, Apprenticeship and Industrial Training</td>
<td>73</td>
</tr>
<tr>
<td>Apprenticeship Programs</td>
<td>74</td>
</tr>
<tr>
<td>Heavy Equipment Operator</td>
<td>75</td>
</tr>
<tr>
<td>Underground Miner Training</td>
<td>77</td>
</tr>
<tr>
<td>Introduction To Underground Mining</td>
<td>78</td>
</tr>
<tr>
<td>Building Trades Helper</td>
<td>79</td>
</tr>
</tbody>
</table>
Aurora College is the cornerstone of the NWT post-secondary education system. It operates three campuses and 23 community learning centres in communities, both large and small, spread over more than 1.1 million square kilometres. Throughout its history, the College has changed as the Northwest Territories evolved from a jurisdiction run from Ottawa to an elected consensus style territorial government with its own unique cultural and educational needs.

Aurora College originated more than 40 years ago when a heavy equipment operator program was first offered in Fort Smith. Following the introduction of a teacher education program in 1968, the institution was formally named the Adult Vocational Training Centre (AVTC).

Throughout the 1970s both vocational and academic programming at AVTC grew. Trades training expanded to include Carpenter, Heavy Duty Equipment Technician and Housing Maintainer. In 1976, the College established its longest-standing partnership agreement, working with the University of Saskatchewan to create a formal transfer agreement for a Teacher Education Diploma Program. The transfer agreement meant students could use their diplomas as the first two years of a Bachelor of Education Degree; more than 115 Aurora College graduates went on to complete degrees in the coming years. Programs such as Business Administration, Environment and Natural Resources Technology and Office Administration became mainstays. By the end of the 1970s, the institution had expanded beyond its vocational roots, and in 1981 The Honourable Dennis Patterson, Minister of Education, elevated the adult training centre in Fort Smith to a fully accredited college with a governing body. The new institution was called Thebacha College.

The next decade was a period of exciting expansion for the NWT College system. In 1986 the government passed an act creating Arctic College, which consisted of Thebacha Campus in Fort Smith, Kitikmeot Campus in Cambridge Bay and Nunatta Campus in Iqaluit. Between 1986 and 1989, additional campuses were created in Yellowknife, Inuvik and Rankin Inlet. During the same time period, community adult education centres were transferred to the College from the GNWT Department of Education, creating a truly pan-territorial adult education system.

As the college system developed, a parallel series of developments occurred in the NWT science community. The Science Advisory Board was created in 1975 to advise the NWT government on matters relating to science and research. In 1984, the Science Advisory Board became the Science Institute of the NWT, with its head office in Yellowknife and major research centres in the communities of Inuvik and Igloolik.

In 1995, in anticipation of the division of the NWT into two territories, the government of the NWT created two college systems to serve the unique needs of each new territory. In the east, Nunavut Arctic College would help the people of Nunavut build a skilled public sector. In the west, Arctic College became Aurora College, which would serve the people of the new Northwest Territories, where training needs were increasingly driven by major industrial developments. At the same time, the GNWT integrated the Science Institute into the colleges, providing each with a research institute to serve its specific needs.

Aurora College continued to evolve as the needs of the NWT labour market changed. In response to a need for more nurses, the College established the Northern Nursing Diploma Program in 1994, which quickly established a national reputation for excellence. In recognition of the success of the diploma program and the quality of its students, the College developed a partnership with the University of Victoria to begin delivery of a Bachelor in the Science of Nursing Degree in 2000. The College built upon its partnership with the University of Saskatchewan, expanding the two-year diploma in teacher education to a three-year diploma, and, in 2007, replacing that program with a Bachelor of Education Degree.
In response to rapid growth in the NWT industrial sector, the College developed a number of programs that focused directly on preparing Northerners for employment in the mining and oil and gas sectors. Mineral Processing, Drill Rig training, Pipeline Operations Training, Diamond Cutting and Polishing and other related programs were developed in consultation and partnership with Aboriginal governments and industry, ensuring that programs met the needs of both the people of the North and the labour market.

Today, Aurora College is a modern and comprehensive post-secondary institution connected through transfer agreements and partnerships to a wide network of technical schools, colleges and universities throughout Canada and the circumpolar world. In addition to a broad range of trades and apprenticeship training and certificate, diploma and degree programs, the College offers adult literacy and basic education as well as a variety of continuing education courses. Building on more than 40 years of experience, Aurora College is well-positioned to work with Northerners to prepare them to build a strong and vibrant society in the NWT.
AURORA COLLEGE

BOARD OF GOVERNORS

The Board of Governors of Aurora College has the responsibilities of governing the college; evaluating policies; enabling the Board to make responsible decisions on fiscal and academic matters; establishing the purpose and vision of the college; and having a commitment to the academic, financial and social well-being of the college and to adult learning generally.

The Board of Governors has nine members appointed by the Minister of Education, Culture and Employment. A current listing of the Board Members for the College can be found on our website at www.auroracollege.nt.ca.

South Slave Representative     Elder Representative
Sahtu Representative          Staff Representative
Yellowknife Representative     Dehcho Representative
Beaufort Delta Representative  Student Representative
North Slave Representative

Aurora College delivers programs at three campuses, 23 community learning centres and other community sites in the NWT. The Office of the President is located in Fort Smith. The Aurora Research Institute, a division of Aurora College, has three research centres which offer licensing and research assistance throughout the NWT. The Aurora Research Institute Head Office is located in Inuvik.

OFFICE OF THE PRESIDENT
50 Conibear Crescent
Box 1290, Fort Smith, NT X0E 0P0
Tel: (867) 872-7009
Fax: (867) 872-5143

AURORA CAMPUS
87 Gwich’in Road
Box 1008, Inuvik, NT X0E 0T0
Tel: (867) 777-7800
Fax: (867) 777-2850
Toll free: 1-866-287-2655

THEBACHA CAMPUS
50 Conibear Crescent
Box 600, Fort Smith, NT X0E 0P0
Tel: (867) 872-7500
Fax: (867) 872-4511
Toll free: 1-866-266-4966

YELLOWKNIFE/NORTH SLAVE CAMPUS
5004-54th Street - Northern United Place
Bag Service 9700, Yellowknife, NT X1A 2R3
Tel: (867) 920-3030
Fax: (867) 873-0333
Toll free: 1-866-291-4866

COMMUNITY LEARNING CENTRES (867)

Aklavik     978-2224 / 2460 Fax
Behchoko   392-6082 / 6366 Fax
Colville Lake 709-2444 / 2037 Fax
Deline      589-3701 / 4036 Fax
Dettah/Ndilo 920-2003 / 873-2583 Fax
Fort Good Hope 598-2270 / 2744 Fax
Fort Liard   770-3064 / 3064 Fax
Fort McPherson 952-2559 / 2647 Fax
Fort Providence 699-3231 / 4305 Fax
Fort Resolution 394-5401 / 3181 Fax
Fort Simpson  695-7339 / 7353 Fax
Gameti       997-3200 / 3201 Fax
Hay River    874-6455 / 4201 Fax
Hay River Reserve 874-3107 / 4354 Fax
Inuvik       777-7830 / 7804 Fax
Lutselk’e    370-3013 / 3013 Fax
Norman Wells 587-7154 / 2117 Fax
Tsiigehtchic 953-3036 / 3038 Fax
Tukttoyaktuk 977-2328 / 2275 Fax
Tulita       588-4313 / 4714 Fax
Ulukhaktok   396-4213 / 4312 Fax
Wekweeti     713-2023 / 2019 Fax
Whati        573-3084 / 3085 Fax
AURORA RESEARCH INSTITUTE

The Aurora Research Institute (ARI) is the research and scientific arm of Aurora College. ARI operates three research centres: in Inuvik, Fort Smith and Yellowknife.

Aurora Research Institute’s mandate is to improve the quality of life for NWT residents by applying scientific, technological and indigenous knowledge to solve northern problems and advance social and economic goals. As such, the Aurora Research Institute is responsible for:

- Licensing and coordinating research in accordance with the NWT Scientists Act;
- Promoting communication between researchers and the people of the communities in which they work;
- Promoting public awareness of the importance of science, technology and indigenous knowledge;
- Fostering a scientific community within the NWT which recognizes and uses the traditional knowledge of northern aboriginal peoples;
- Making scientific and traditional knowledge available to people of the NWT; and
- Supporting or conducting research which contributes to the social, cultural and economic prosperity of the people of the NWT.

CONTACT THE AURORA RESEARCH INSTITUTE:

ARI Head Office
Box 1450
Inuvik, NT X0E 0T0
Phone: (867) 777-3298
Fax: (867) 777-4264

North Slave Research Centre
5004-54th Street
Yellowknife, NT X1A 2R3
Phone: (867) 920-3062
Fax: (867) 873-0358

South Slave Research Centre
Box 45
Fort Smith, NT X0E 0P0
Phone: (867) 872-7080
Fax: (867) 872-5024

Western Arctic Research Centre
Box 1450
Inuvik, NT X0E 0T0
Phone: (867) 777-3298
Fax: (867) 777-4264
The information presented in this calendar is prepared several months in advance of the academic year for which it is intended to provide guidance, and students are advised that the information contained herein is subject to ongoing review and revision. The offering of programs and courses is dependent upon sufficient enrolment and on the availability of funding. Prospective students should contact the nearest Campus to confirm the delivery of program of choice. Therefore, the content of this calendar is subject to change without notice (eg: tuition, fees, programs deliveries) and every student accepted for registration in the College shall be deemed to have agreed to any such deletion, revision or addition whether made before or after said acceptance.

Aurora College does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses or classes caused by strikes, lockouts, riots, weather, damage to College property or for any other cause beyond the reasonable control of Aurora College.

Flipping through this calendar is the first step on the path to a great career. The next step to a successful and rewarding future is enrolling in an Aurora College course or program at any of the locations throughout the Northwest Territories. Whether you have just finished school, are returning to school after a few years, continuing your education or changing careers, Aurora College offers a range of educational options that can lead to a bright future.

Do you have dreams and goals? Aurora College can help you achieve them. This calendar provides most of the information that you’ll need to learn more about courses, programs, eligibility requirements, upgrading, financial assistance, Campus and Learning Centre locations, student services and contact information. Use this book for ideas and inspiration. Discover what you can do and how far you can go. Discover your potential!

**2016-2017 ACADEMIC SCHEDULE**

The dates listed are guidelines. Please contact the appropriate Campus for exact start and end dates.

**Summer Term 2016**
- July 1: Holiday - Canada Day
- Beginning of July: Summer term begins
- August 1: Holiday - Civic
- Mid August: Summer term ends

**Fall Term 2016**
- August 12: Last day to submit applications
- August/September: Registration/Orientation/ Fall term begins
- September 5: Holiday - Labour Day
- October 10: Holiday - Thanksgiving
- November 11: Holiday - Remembrance Day
- Mid December: Fall term ends

**Winter Term 2017**
- Beginning of January: Registration/Orientation/ Winter term begins
- April 14: Holiday - Good Friday
- April 17: Holiday - Easter Monday
- End of April: Winter term ends

**Spring Term 2017**
- Beginning of May: Spring term begins
- May 22: Holiday - Victoria Day
- Mid June: Spring term ends
- June 21: Holiday - National Aboriginal Day
INFORMATION

ADMISSION REQUIREMENTS
Admission requirements may vary from one program to another. Check the detailed program sections of this calendar for program-specific admission requirements. See Adult Basic Education Equivalencies chart on page 41.

MATURE STUDENTS
If you do not have the academic requirements for direct entry, you may be eligible as a mature student. A mature student must be 20 years of age or older, and have been out of school for at least one year.

Mature applicants will be required to complete the Aurora College Placement Package. Candidates who do not meet the academic requirements for admission into a program will be recommended for enrollment in Adult Literacy and Basic Education or preparatory courses.

TUITION FEES
The fees for the current academic year are listed below. All fees are payable in advance and SUBJECT TO CHANGE.

$245.00 per course up to two courses
$1200.00 per semester
$1925.00 per delivery for Heavy Equipment Operator program
$1925.00 for first semester of ENRTP

STUDENT ACCOMMODATION

RENTAL RATES
a) Residence Room
   $7.00 per day
b) Bachelor Apt.
   $315.00 per month
c) 1 Bedroom Apt.
   $360.00 per month
d) 2 Bedroom Apt.
   $390.00 per month
e) 3-4 Bedroom House/Apt.
   $465.00 per month

ADDITIONAL FEES

Fall/Winter
Full-time
Student fees - $25.00/term
Recreation - $25.00/term
Computer Lab use - $50.00/term
Materials & Supplies - Cost recovery
Part-time
Student fees - $10.00/term
Recreation - $25.00/term
Computer Lab use - $50.00/term
Materials & Supplies - Cost recovery

Spring
Full-time & Part-time
Student fees - $0.00/term
Recreation - $25.00/term
Computer Lab use - $50.00/term
Materials & Supplies - Cost recovery

Trades
Programs shorter than 2 months
Student fees - $10.00/term
Recreation - $25.00/term
Computer Lab use - $50.00/term
Materials & Supplies - Cost recovery
Programs longer than 2 months
Student fees - $25.00/term
Recreation - $25.00/term
Computer Lab use - $50.00/term
Materials & Supplies - Cost recovery

As and when required:
Course extension fee
   $30.00
Duplicate documents of recognition
   $15.00
Official Transcripts
   $5.00
Duplicate receipts
   $5.00
NSF cheques
   $30.00
Supplemental examination or assignment
   $40.00
Prior Learning Assessment
   $70.00
Transfer Credit
   $70.00
Examination sitting fee
   $15.00
Invigilation fee
   To be determined at Campus

Application Fee
A fee of $40 is payable to Aurora College upon the submission of your application for any Access, Certificate, Diploma, Degree or Trades (except Apprenticeship) programs.

Books and Materials
Contact your campus or Community Learning Centre for program-specific fees relating to books and materials.

Some programs have transfer agreements with other universities and/or course work required from other institutions (eg: Business Administration, Nursing, Social Work and Teacher Education). This may require students to apply to the institution and pay appropriate application fees. Please verify application requirements for the Aurora College program to which you are applying.
FINANCIAL ASSISTANCE
You may be eligible for financial assistance through (but not limited to):

- Student Financial Assistance Program, Department of Education, Culture and Employment, Government of the Northwest Territories;
- Employment and Social Development Canada (formerly known as Human Resources and Skills Development Canada);
- Aboriginal Skills and Employment Training Strategy (ASETS);
- Aboriginal Organizations.

If you are applying for funding through Student Financial Assistance (SFA) Program with the Department of Education Culture and Employment, your application must be received by:

- July 15 for programs commencing between August 16 and September 30;
- November 15 for programs commencing in January; or
- One calendar month prior to your start date for programs commencing in all other months.

For additional information, refer to the website at www.nwtsfa.gov.nt.ca

Contact your applicable funding agency for detailed information. SFA does not require that you be accepted by Aurora College prior to applying.

If you require financial assistance, you must contact the assisting agency or department directly, as Aurora College has no role in the granting or approval of financial assistance. You will be informed by the appropriate agency once your application has been reviewed. Check with your sponsoring agency regarding application deadlines. Sponsor letters should be forwarded to the Campus location to which you have applied.

HOW TO APPLY
Applying to Aurora College is straightforward. If you require any assistance with forms, or have any questions about our programs and services, please do not hesitate to contact our staff at any Aurora College location, or call the toll-free number at the campus nearest you.

1. Pick up an Aurora College application form from any Campus, Community Learning Centre or high school in the NWT or print one from the Aurora College website. Check with the Admissions Officer at the Campus of your choice to ensure the program you are interested in is available. Complete the application form and include any extra documents listed in the Admission Requirements section of the program to which you are applying, as noted in the calendar. Applications are reviewed in the order that they arrive, so the earlier you apply the better your chance of entering the program of your choice.

2. Apply on-line for Government of the Northwest Territories (GNWT) Student Financial Assistance (SFA) at www.nwtsfa.gov.nt.ca. Please note that Student Financial Assistance is administered by the Department of Education, Culture and Employment (ECE). While Aurora College staff can provide general information on SFA, specific inquiries should be directed to the Department. More detailed information is available on the website at www.nwtsfa.gov.nt.ca.

3. Mail or drop off your application. See page 8 for Campus addresses.

AFTER YOU APPLY
1. You will receive a letter acknowledging that your application has been received and requesting any additional information or documentation that maybe required.

2. You will be contacted if an interview is needed. Some programs require interviews, while others do not.

3. You will be notified in writing when you are:
   a) accepted, with information on how to proceed with registration,
   b) not accepted, but recommended for another field of study at Aurora College; or
   c) not accepted, with an explanation.
INTERNATIONAL STUDENTS

An “International Student” is a foreign national who is authorized to study in Canada under a Study Permit, as defined by the Immigration and Refugee Protection Act and Regulations. A foreign national is a person who is neither a Canadian citizen nor a permanent resident.

APPLICATION PROCESS:
The application fee for international students is $200 and is not refundable.

Residents of the Northwest Territories receive first priority for admission into Aurora College programs.

International student applications will NOT be reviewed until all domestic applications have been considered.

A response to international student applications should not be expected before July for programs that begin in September. This may affect the ability to receive a Study Permit.

International students will not be accepted into programs if they are unable to attend class on the first scheduled day.

New international students will be required to provide the results of an English Language proficiency test at the time of application.

International student applicants must provide sufficient information for the Admissions office to assess transcripts and determine Canadian equivalencies.

If Canadian equivalencies cannot be determined based on what has been submitted, the application will be rejected. International students are strongly encouraged to review the program admission requirements to determine eligibility prior to applying.

Transcripts should be submitted in one of Canada’s official languages (English or French.)

It is strongly recommended that applicants have transcripts interpreted by a recognized Canadian transcript assessment service, such as the International Qualifications Assessment Service (IQAS).

Aurora College reserves the right to refuse incomplete applications and those suspected or deemed to be fraudulent.

TUITION AND FEES:
Tuition for international students (as of July 21, 2014) is $3,600 plus student fees per semester for most degree, diploma and certificate programs. One exception is the first semester of Environment and Natural Resources Technology Diploma, which is $5,775 plus student fees.

RESIDENCE AND ACCOMMODATIONS:
Residents of the Northwest Territories have first priority for student accommodations. If accepted into a program, international students are responsible to find their own accommodations within the community.

IMPORTANT INFORMATION:
Aurora College does not maintain an International Students Office, and is unable to provide supports beyond those available for domestic students.

Aurora College does not offer ESL (English as a Second Language) courses for international students looking to study abroad.

The Cost of Living in the Northwest Territories is higher than in most other regions of Canada. International students attending Aurora College should ensure they have adequate funds for tuition, accommodations, transportation, and living expenses.

International students who want to work while attending Aurora College should read the information contained Citizenship and Immigration Canada website: www.cic.gc.ca

Aurora College is situated in Canada’s far north. The weather, especially in winter, can be extreme, with temperatures regularly falling below -30C. International students planning to attend Aurora College should be aware of and prepared to deal with extremely cold temperatures. Special clothing and gear is required that is not necessary in most climates.
CONTINUING EDUCATION

To find out what courses are currently being offered at a campus near you, visit the Aurora College website at www.auroracollege.nt.ca and follow the Program links to Continuing Education for each campus, or contact us directly at:

Aurora Campus
Coordinator, Continuing Education
Phone (867) 777-7811
Fax (867) 777-2850
www.auroracollege.nt.ca

Thebacha Campus
Coordinator, Continuing Education
Phone (867) 872-7507
Fax (867) 872-4511
www.auroracollege.nt.ca

Yellowknife Campus
Coordinator, Continuing Education
Phone (867) 920-8802
Fax (867) 873-0333
www.auroracollege.nt.ca

CUSTOMIZED TRAINING
The Continuing Education department at Aurora College has a mandate to offer quality, cost effective programs for personal and professional development. Courses are customized to suit your specific training requirements/goals. We offer practical, hands-on training relevant to real work situations, and we conduct training in a concise, time-sensitive manner, which enables employees to gain the maximum amount of learning - at our facilities or yours.

If you would like more information on customized training for your organization, please contact your local Continuing Education Coordinator at Aurora College.

CONTINUING EDUCATION COURSES
Courses in the following categories may be offered at the Campus nearest you.

- Business Development
- Computer Training
- Finance and Accounting
- General Interest
- Personal Skill Development

Course delivery is not limited to this list. Please contact your local Continuing Education Coordinator for more information.

MACA TUITION SUBSIDY
Subsidies of up to 50 percent are available for qualifying non-profit organizations through Municipal and Community Affairs (MACA) Volunteer Development Fund. Aurora College and MACA have teamed up to offer community organizations an opportunity to apply for a 50 percent tuition subsidy on Continuing Education courses.

The Department of Municipal and Community Affairs recognizes and supports the volunteer sector in its efforts to help build effective and sustainable communities. Volunteer organizations rely on skilled unpaid and paid staff. MACA supports building the capacity of the sector so it may better carry out its valuable work.

For more information on this program and the application process, please contact your local Continuing Education Coordinator at Aurora College.
PARTNERSHIPS, ARTICULATION AND TRANSFER AGREEMENTS

PARTNERSHIPS
Aurora College works with Aboriginal, municipal, territorial and federal governments; business and industry and non-government organizations to ensure the timely delivery of relevant and high-quality post-secondary programming throughout the Northwest Territories.

Programs delivered and funded through partnership arrangements form a key area of college operations. These programs may focus on immediate training needs or address recurring or high demand program requirements.

Please contact the admissions office at your nearest Campus location or the Adult Educator at your Community Learning Center to find out more information about these programs.

ARTICULATION AND TRANSFER CREDIT AGREEMENTS
Aurora College has a wide variety of accreditation and transfer credit agreements with other post-secondary institutions and organizations. These are reviewed on an ongoing basis.

Transfer credit is the awarding of course credits earned at another post-secondary educational institution for an equivalent course. If you have completed the equivalent of an Aurora College course at another institution, you may apply for transfer credit after you have been accepted to the College. Approval of transfer credits is at the discretion of the Registrar. Additional information on transfer credits can be obtained from the program manager of the College program of interest.

Students wishing to obtain transfer credits from Aurora College at post-secondary institutions in Alberta should refer to the Alberta Transfer Guide. It lists all courses and program transfer agreements between post-secondary institutions in Alberta, Northwest Territories, Yukon and Nunavut. The Guide and other transfer information are available online at www.transferalberta.ca or by contacting:

Alberta Council on Admissions and Transfer
11th Floor, Commerce Place
10155 – 102 Street
Edmonton, AB T5J 4L5
Phone: (780) 422-9021
Email: acat@gov.ab.ca

Listed below are organizations with which Aurora College has current transfer agreements. Some courses in the listed programs may not be transferable under existing agreements.

Certificate in Adult Education
• University of Alberta

Environment and Natural Resources Technology Diploma
• Wildlife Technology Program by the North American Wildlife Technology Association
• University of Saskatchewan (BA Northern Studies)
• University of Lethbridge

Business Administration Diploma
• University of Saskatchewan (BA Northern Studies)
• University of Lethbridge
• Athabasca University
• Certified General Accountants (CGA)

Social Work Diploma
• University of Regina

Bachelor of Education Degree
• University of Saskatchewan

Bachelor of Science In Nursing
• University of Victoria

Most Programs*
• Nunavut Arctic College
• Yukon College

* Check with the office of the Vice President, Education and Training, for current program transfer agreements between Aurora College and other institutions.
ADMISSION REQUIREMENTS
Each university maintains its own admissions policy. Check with the Registrar at the institution to which you are applying to see which policies apply to you.

CERTIFICATION
Participants will receive an Aurora College transcript as the official document of recognition.

ADDITIONAL FEES
All students must pay a registration fee to the university at which they apply. For a description of other fees that may be applicable, see the appropriate university calendar or check with the Registrar. Part-time students pay on a course-by-course basis.

Financial assistance (grants, loans, etc.) may be available from the Student Financial Assistance Program, Department of Education, Culture and Employment (ECE), Government of the Northwest Territories (GNWT). Other student financial assistance may be available through your Regional Career Development Officer at ECE.

Aurora College and any partner university reserve the right to make changes to any policies or procedures, fees, course availability, delivery mode, schedules or program requirements at any time without further notice. Students are responsible for informing themselves of the regulations and requirements of their program.

UNIVERSITY OF THE ARCTIC
Aurora College is a University of the Arctic member institution.

The University of the Arctic (UArctic) is a cooperative network of universities, colleges, and other organizations committed to higher education and research in the circumpolar North. Members share resources, facilities, and expertise to build post-secondary education programs that are relevant and accessible to northern students. The overall goal is to create a strong, sustainable circumpolar region by empowering northerners and northern communities through education and shared knowledge.

The University of the Arctic promotes education that is circumpolar, interdisciplinary, and diverse in nature, and draws on the combined strengths of member institutions to address the unique challenges of the region. UArctic recognizes the integral role of indigenous peoples in northern education, and seeks to engage their perspectives in all of its activities.

See page 26 for Program and Course information.
As an Aurora College student it is important that you are aware of your responsibilities and rights and the College’s academic standards and expectations. Aurora College has three bylaws that govern student conduct; academic standards; and student loss of privileges, penalties, sanctions and appeals. In addition, there are policies and procedures dealing with the administration and operation of the College. Key elements of the bylaws and policies are outlined below. The complete and current versions are available through the Campus Admissions Office, your local Community Learning Centre, and online at http://www.auroracollege.nt.ca/_live/pages/wpPages/AboutPolicies.aspx.

Note: Aurora College’s policies and procedures are being revised to reflect the current authorities and responsibilities and to ensure they comply with the bylaws.

Prior Learning Assessment and Recognition (Policy C.03)
Prior Learning Assessment and Recognition (PLAR) is used to recognize past learning. The PLAR process can be used to show that a College applicant meets the admission requirements for a program and/or that a student of the College is entitled to obtain credit for one or more courses within a program. In order to be considered for PLAR, you must apply in writing to the Office of the Registrar at the time of application. The Registrar, in consultation with appropriate program staff, will assess prior learning. You may be granted up to 40 percent of a total program or course requirement through PLAR.

Course credits can be obtained by successfully challenging an Aurora College course. Credit by challenge may be evaluated through written and/or oral examination, portfolio review and other methods approved by the Registrar. A fee is charged for each course that is challenged. You must apply to the Office of the Registrar for challenge credits.

Registration (Bylaw #3 and Policy C.44)
You must be registered to participate in a course or program.
- Registration creates a contract between the student and the College, under which the student agrees to adhere to the policies of the college.
- You are responsible for completing and submitting all documents required for registration at the beginning of each term.
- You may not register in subsequent terms until all accounts with the College have been settled or a suitable repayment plan has been approved by the College’s Chief Financial Officer.
- You must have an official letter of acceptance signed by the Registrar to register as a student.
- You are responsible for registering on the date specified in your official letter of acceptance.
- To be registered, you must comply with all registration procedures, including payment of fees associated with registration.
- Registration dates and procedures for part-time students are available from the Admissions Office and will be detailed in Continuing Education publications.
- You are responsible for notifying the Admissions Office in writing of any changes of address, phone number or any other pertinent information.

Audit Status (Policy C.29)
You may apply to audit any regular credit course as long as space is available. You are required to pay the full tuition and materials fee for audited courses. Prior to applying for audit status, you must have written permission to audit the course from the Program Manager and the instructor who is teaching the course.

As an auditing student, you are not required to complete assignments or examinations. In the event that you choose to complete assignments or examinations, the results may not be used for credit purposes, unless you have requested a change in status from audit to credit before delivery of the third class of the course.
Withdrawal (Policy C.30)
A student may withdraw from an Aurora College course or program without academic penalty if he or she withdraws prior to the completion of one third of the course or program delivery. A student may be permitted to withdraw, without academic penalty, from a course or program after the withdrawal deadline if his or her academic performance is significantly affected by extenuating circumstances.

Student Academic Evaluation (Bylaws #2 and #3)
The standard minimum grade that you need to pass a course is 50 percent. The standard minimum cumulative average of all your courses that you need to maintain is 60 percent. Some courses and programs may have different minimum requirements. These will be listed in the course outline and course syllabus and published in the Academic Calendar. If your course mark or cumulative average falls below the required minimum, you may be placed on academic probation or dismissed. You must successfully complete all of the requirements described in the course outline and course syllabus. In some courses and programs failure to complete all required course work will result in failure in the course or program regardless of your computed percentile grade. This will be clearly stated in the course outline and syllabus.

Grading of Courses (Bylaw #2)
A standardized system of grading is used in all academic preparation, pre-employment, skill training, apprenticeship programs, and classroom courses in certificate, diploma, and degree programs. Planned and required learning activities such as practicums, internships, and camps may be graded in a different manner.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Mark</th>
<th>Pt value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>97-100</td>
<td>4.00</td>
</tr>
<tr>
<td>A</td>
<td>90-96</td>
<td>3.90</td>
</tr>
<tr>
<td>A-</td>
<td>83-89</td>
<td>3.70</td>
</tr>
<tr>
<td>B+</td>
<td>77-82</td>
<td>3.30</td>
</tr>
<tr>
<td>B</td>
<td>70-76</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>66-69</td>
<td>2.70</td>
</tr>
<tr>
<td>C+</td>
<td>62-65</td>
<td>2.30</td>
</tr>
<tr>
<td>C</td>
<td>58-61</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>54-57</td>
<td>1.70</td>
</tr>
<tr>
<td>D</td>
<td>50-53</td>
<td>1.00</td>
</tr>
<tr>
<td>F</td>
<td>0-49</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Grade Point Average
The grade point average (GPA) measures achievement in credit courses, and is calculated as follows:

\[
\text{GPA} = \frac{\text{Total Grade Points}}{\text{Total Credits}}
\]

Each course is assigned a credit value based on course hours.

1. Multiply the number of credits by the grade points received for each course.
2. Total the grade point value for each course.
3. Divide the total grade point value by the total number of credits.

Example:

<table>
<thead>
<tr>
<th>Course #</th>
<th>Grade</th>
<th>Mark</th>
<th>Points</th>
<th>Credits</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>020-107</td>
<td>B-</td>
<td>67</td>
<td>2.70</td>
<td>3.0</td>
<td>8.1</td>
</tr>
<tr>
<td>020-213</td>
<td>B+</td>
<td>79</td>
<td>3.30</td>
<td>3.0</td>
<td>9.9</td>
</tr>
<tr>
<td>020-215</td>
<td>A-</td>
<td>84</td>
<td>3.70</td>
<td>3.0</td>
<td>11.1</td>
</tr>
</tbody>
</table>

\[
\text{Total} = 9.0
\]

\[
\frac{29.1}{9.0} = 3.23 \text{ GPA}
\]
Supplemental Examinations and Assignments (Bylaw #2 and Policy C.27)
A student who has missed a final exam or final assignment due to extenuating circumstances may apply to the course instructor to write a supplemental final exam or to complete a supplemental final assignment for the course.

You must document the extenuating circumstances that existed to warrant consideration of a supplemental examination or assignment, and submit this documentation to the course instructor.

Note: In some cases, it may not be possible for the College to offer supplemental final examinations or final assignments in some courses, regardless of circumstances. The course outlines and course syllabi will clearly indicate which courses do not allow supplemental final examinations or final assignments.

Convocation (Policy C.17)
Aurora College holds convocation ceremonies at each campus for students who successfully complete the requirements for Aurora College programs leading to a certificate, diploma or degree. A student must be in good standing financially with the college in order to participate in convocation.

Copyright (Policy B.18)
The reproduction or use of creative property in any form by staff or students of Aurora College is subject to copyright or other protective legislation. Aurora College recognizes the Canadian legislation on copyright relating to the reproduction of materials and does not sanction or authorize any infringements or violations of copyright.

Student Conduct (Bylaw #1)
As an adult learner, you are expected to conduct yourself in an acceptable manner as defined by government laws and regulations and College bylaws, policies, procedures, rules and guidelines. Misconduct may lead to loss of privileges, penalties or sanctions up to and including dismissal from a program, expulsion from the College and/or eviction from College Housing.

All students are required to maintain the highest standards of academic integrity during all of their studies at the College. Students are not to participate in acts that compromise the integrity of the academic process.

The possession and/or consumption of alcohol, illegal drugs or other intoxicants on Aurora College property or during College sponsored activities is prohibited.

Harassment in any form is not acceptable. Every member of the Aurora College community has the right to perform his/her role at the College free from harassment.

Scents and Fragrances
Scents and fragrances cause some people to have severe reactions. In order for Aurora College to provide a healthy and safe environment, all staff, students, and visitors to Aurora College facilities should refrain from using perfume, cologne, and other scented products.

Smoking (NWT Legislation)
Smoking is not permitted in any College facility, vehicle or workplace. Smoking may be permitted in designated areas of residences or residential buildings.

Student Appeals (Bylaw #3)
Aurora College has a formal appeal process through which students may appeal assignment of interim and final grades; dismissal from a course, required learning activity, or program; disciplinary action taken as a result of academic or non-academic misconduct; and eviction from College housing. Students are strongly encouraged to resolve issues informally before making an appeal.

While it is intended that the programs of study and the regulations set forth in this calendar will apply for the current academic year, Aurora College reserves the right to make changes as required.
STUDENT SERVICES

Some of the many services provided by the Student Services Department are:
- Orientation to college life
- Academic, career and personal counselling
- Employment counselling
- Financial information
- Personal development
- Referrals
- Cultural celebrations and ceremonies

For information on the full range of services or hours of operation, please call the toll-free number for your campus.

ADMISSIONS OFFICE

The Admissions Office at each campus is responsible for administering student admissions and registrations, course changes and maintaining student records.

OFFICE OF THE REGISTRAR

The Office of the Registrar, located in Fort Smith, issues certificates, diplomas, transcripts and all other documents of recognition.

ACCOMMODATION

Aurora College has a limited number of single and family accommodations available for out-of-town students enrolled in full-time studies at its campuses. Each campus has programs that receive priority consideration for student accommodations. Applications for housing are considered according to the priority of the program you have been accepted into and the date the application was received. Please apply for accommodations when you apply for admission to the College. Accommodation applications are forwarded to Residence/Housing staff only after you have submitted all required application documents.

For more information on rates, availability, priority programs, and deadlines related to accommodations, please contact the Student Services Department at the campus to which you are applying. Aurora College makes every attempt to accommodate students with disabilities.

STUDENT SUCCESS CENTRES

As part of the Student Success initiative, each of the Aurora College campuses has a Student Success Centre. These centres are equipped with the means to assist students in achieving personal success at the College. The Student Success Centres provide academic assistance to students in the form of tutoring, workshops, a collection of resources and career counselling. To find out more about the Student Success Centres, please contact the coordinators at each Campus.

SCHOLARSHIPS, BURSARIES AND AWARDS

A broad range of scholarships, bursaries and awards are available to students. For information on awards, please contact:
- the Student Services Department at any Campus
- the Adult Educator at any Community Learning Centre
- the GNWT Department of Education, Culture and Employment
- the Research Centres of the Aurora Research Institute

See our booklet entitled Scholarships, Bursaries and Awards or check our website for further information.

COUNSELLING

Counselling services are provided at each campus to assist you to develop your abilities and realize your full potential. Aurora College provides a trained Counsellor to assist students with personal and social concerns. The counsellor offers workshops and presentations, as well as assistance in finding on-line community resources, individual counselling and self-help materials.

STUDENT LIFE AND WELLNESS

Aurora College’s Student Life and Wellness programs arrange a variety of athletic, cultural, recreational and wellness activities designed to make your stay on campus more enjoyable. For more information please call the toll-free number for your campus.

STUDENT ASSOCIATIONS

A student association is established at each campus. The associations are student organizations governed by an executive, which is elected annually. You are required to pay a student association fee at all campuses. The student associations, through their executives, are responsible for social activities, some publications, coordination of events and communication between students and the administration of Aurora College.

The student associations at each campus sell College clothing and memorabilia. For more information on services provided by the student association at your campus, please call the toll-free number for your campus.
DAY CARE
Aurora College does not provide day care services. If you require information about day care you may contact the Student Services Department at the appropriate campus, or contact the local day care centres in the community. There are limited spaces in most community day care centres and Day Homes, so apply early.

For information on childcare please visit www.ece.gov.nt.ca and click on Early Childhood Development.

LIBRARY SERVICES
Aurora College provides libraries at each of the three campuses and the Aurora Research Institute. Libraries support students and staff through a full range of library services. Library collections across the three campuses include 25,000+ books, journals, videos, government documents, and online resources. Internet access and inter-library loan services are available at all campus locations.

COMMUNITY AND EXTENSIONS

PROGRAMS AND SERVICES
Drawing on local sources of skills and knowledge, the Aurora College Community and Extensions Division works in partnership with community groups and agencies to identify and respond to training needs. The College staff understands that every community is unique and services must be adapted to different situations. Program delivery at the community level requires new and flexible approaches to accommodate a variety of clients who want access to educational opportunities in their home communities.

The College offers the following services and programs to communities:

- Educational assessment and counselling
- Developmental Studies and literacy programming
- Skills development programs
- Personal development courses
- Support for distance education learners

A broad range of programs and courses are delivered in communities depending upon interest.

COMMUNITY LEARNING CENTRES
The Community Learning Centres of Aurora College bring our programs to communities throughout the Northwest Territories. A Community Adult Educator staffs each centre.

Adult Educators conduct academic assessments and assist in making vocational and educational choices. They can also assist with information on career programs at Aurora College or other community colleges and universities. The Community Adult Educator is the first person you should contact regarding any educational needs.

See page 8 for a list of Community Learning Centres.
SCHOOL OF ARTS AND SCIENCE

ENVIRONMENT AND NATURAL RESOURCES TECHNOLOGY DIPLOMA  24
CIRCUMPOLAR STUDIES  26
ENVIRONMENT AND NATURAL RESOURCES TECHNOLOGY

Offered at Thebacha Campus and Aurora Campus

PROGRAM DESCRIPTION
The Environment and Natural Resources Technology Program is a two-year Diploma program which links opportunities to learn from experience in the field with academic coursework in the classroom and skill training in the laboratory. Graduates of the program will possess the ability needed to succeed as technicians and officers in natural resource and environmental management careers including wildlife, forestry, marine and freshwater fisheries, planning, water resources, environmental protection, parks, land claim resource management, oil and gas, and mining. The program places emphasis on learning through experience.

PROGRAM ELIGIBILITY
Eligibility for the Environment and Natural Resources Technology Program will be determined on the basis of the student’s abilities in English, Mathematics and Science. The applicant should possess a grade 12 diploma and must have earned credits (minimum 65%) in:
- English 30-2 or Aurora College ALBE English 150
- Math 30-2 or Aurora College ALBE Math 150
- Grade 12 Biology 30, Chemistry 30, or Physics 30

Students must be motivated to work in the field of environment and natural resources and demonstrate their motivation in a letter of intent.

Applications may be asked to participate in a personal or telephone interview with the Program Head or a designate.

Mature students and students with academic equivalences will be considered on a case-by-case basis.

Applications who do not meet the minimum requirements may be encouraged to apply for the Environment and Natural Resources Technology Access Program, if available.

APPLICANT ASSESSMENT
Among the eligible applicants, preference is given to residents of the Northwest Territories. Non-residents will be considered if the available spaces are not filled by eligible Northern residents.

PROGRAM ADMISSION
Applicants will be admitted to this program based on the eligibility criteria as evaluated by the Program Admissions Committee comprised of the Campus Registrar, the Program Head or designate, and Program faculty.

PROGRAM INFORMATION
A considerable amount of the program will be delivered in field settings. Approximately 40% of class time will be spent in the laboratory or the field for most classroom-based courses. In addition, significant practical learning experiences will be undertaken during the three remote field camps listed in the program design.

Field work can be physically strenuous. Applicants should be physically and mentally fit and prepared for the rigours of field work.

It is recognized that students entering the program may already possess certain required skills. Students may receive advanced credit for certain program courses on the basis of documented completion of equivalent learning and/or successfully passing a challenge examination.

In addition to College tuition and fees, the student will be required to purchase textbooks, classroom supplies, and personal field equipment as specified in course outlines and camp manuals.

Transfer agreements are in place with the University of Lethbridge and the University of Saskatchewan.

PROGRAM OBJECTIVES
Graduates of the Environment and Natural Resources Technology Program will have the technical skills and knowledge necessary to:

- Become employed at the technician and/or officer level with territorial, provincial and federal agencies, aboriginal organizations, and/or private industry;
- Apply their technical and managerial skills to the fields of environment, land, water, fisheries, forest and fire management, and wildlife;
- Understand the application of science and scientific method;
• Develop clear linkages between Traditional Knowledge and scientific education;
• Communicate technical and scientific content effectively, both orally and in writing, using language that is appropriate to the audience;
• Clearly communicate resource management policies, procedures and decisions to various stakeholders at the community and territorial level;
• Coordinate and implement field work activities in remote northern conditions.
• Utilize spatial technologies in acquiring, compiling and interpreting data;
• Apply critical thinking skills to research and resource management activities and environmental stewardship;
• Effectively manage projects such as data collection and analysis, educational outreach, and public safety;
• Pursue further academic education and other continued learning experiences;
• Actively participate in the sustainable management of northern natural resources;
• Enhance the capacity of Northerners to participate in resource-based development and conservation opportunities of their lands;
• Participate in future northern research and long-term monitoring and analysis of environmental trends;
• Integrate Traditional Knowledge and scientific education when providing advice to local stakeholders on resource management issues;
• Model and promote professionalism in dealing with natural resource challenges at the community, territorial and federal level; and
• Become a part of an alumni legacy of northern graduates who now work as natural resource professionals.

**COMPLETION REQUIREMENTS**
Unless otherwise specified in the course outline the passing mark for a course will be 50%. To earn a diploma, students must maintain a cumulative average of 60 % or more in the program.

Students are required to complete all 22 Core Courses in the Program. In addition, students must complete at least one elective and the required non-credit course field camps listed. The total credits required are 69 for successful completion of this diploma.

**DOCUMENT OF RECOGNITION**
Environment and Natural Resources Technology Diploma

**CURRICULUM**

**Year One**

**Core Courses**

120-100 Introductory Field Camp
120-101 Communications and Technical Writing
120-107 Applied Computer Applications
120-102 Ecology
120-103 Wildlife Biology
120-104 Applied Mathematics for Technicians

**Year Two**

**Core Courses**

120-285 Western Arctic Field Camp
120-207 Arctic Marine Sciences
120-211 Data Management and Statistics
120-213 Water Resources Management
120-214 Freshwater Fisheries
120-224 Wildlife Management
120-225 Wildlife Techniques
120-232 Environmental Stewardship
120-233 Environmental Assessment and the Regulatory Process
120-240 Geology
120-286 Winter Field Camp
120-295 Technical Project

**Elective Courses** - Choose One
120-222 Forest and Fire Management
120-250 Source Water Protection
800-100 Introduction to the Circumpolar World
800-311 Land and Environment of the Circumpolar World I
800-312 Land and Environment of the Circumpolar World II

120-105 Introduction to Environmental Sciences
120-108 Field Safety and Preventative Maintenance
120-111 Communications and Project Management
120-112 Forest and Range Botany
120-113 Aboriginal Land Claims and Self Government
120-115 GPS and Mapping
120-116 Geographic Information Systems
CIRCUMPOLAR STUDIES

The University of the Arctic offers a variety of programs aimed at increasing educational capacity and opportunities in the North. The Circumpolar Studies Program (formerly known as BCS), consists of two required components:

CIRCUMPOLAR STUDIES CORE
The Circumpolar Studies Core Courses consists of a single lower-level introductory course and six upper-level advanced courses in three interdisciplinary fields of study. Together, the core enables students to gain a broad knowledge and understanding of the lands, peoples, and critical issues of the Circumpolar North.

- **BCS 100**: Introduction to the Circumpolar World
- **BCS 311**: Land and Environment of the Circumpolar World I
- **BCS 312**: Land and Environment of the Circumpolar World II
- **BCS 321**: Peoples and Cultures of the Circumpolar World I
- **BCS 322**: Peoples and Cultures of the Circumpolar World II
- **BCS 331**: Contemporary Issues of the Circumpolar World I
- **BCS 332**: Contemporary Issues of the Circumpolar World II

These courses are offered online and are open to UArctic member institutions. To accommodate the variety in semester dates among UArctic member institutions, the Circumpolar Studies program team has established the following semester dates for online offerings:

- **Fall Semester**: September – December
- **Spring Semester**: January – April

ADVANCED EMPHASES
Advanced Emphases are programs of study, roughly equivalent to a semester of schooling, that focus on the advanced research of an area, issue, or problem of particular relevance to the North and for its people.

CREDIT
UArctic is not a credit or degree-granting institution. Rather, it is a network of institutions that grant credits and degrees. Many UArctic member institutions offer full study programs or individual courses based on Circumpolar Studies, and work together to maintain the curriculum, facilitate student exchange and credit transfer, and other coordination.

For more information on the Circumpolar Studies program visit [www.uarctic.org](http://www.uarctic.org) or contact: circumpolarstudies@uarctic.org

To register for a course in the Circumpolar Studies Core contact:

Office of the Registrar, Aurora College
(867)872-7509
cesser@auroracollege.nt.ca

or

The University of the Arctic,
Office of Undergraduate Studies
bcs@uarctic.org
SCHOOL OF BUSINESS AND LEADERSHIP

BUSINESS ADMINISTRATION DIPLOMA AND CERTIFICATE 28
OFFICE ADMINISTRATION DIPLOMA AND CERTIFICATE 30
NORTHERN LEADERSHIP DEVELOPMENT 32
BUSINESS ADMINISTRATION

Check with the Registrar’s office for specific delivery location(s).

For the academic year starting in the fall of 2016, early confirmation of acceptance into the Business Administration Program at Aurora Campus in Inuvik will be offered to up to 15 International applicants applying at any campus who have met all BA Program admission requirements and have satisfactorily completed an English Language Proficiency test.

PROGRAM DESCRIPTION
The Business Administration Program is intended to provide students with the knowledge and skills necessary for careers in business, government and non-profit organizations. Emphasis is placed on helping the students develop knowledge and skills that are appropriate for the unique business environment in the NWT. The Business Administration Program provides students with an opportunity to acquire a Certificate (one-year) and a Diploma (two-year).

BUSINESS ADMINISTRATION CERTIFICATE
All students accepted into the Business Administration Program will be enrolled in the Certificate Program. This Program consists of 10 courses, representing 30 credit hours. The program provides students with the skills necessary to succeed in an entry-level position in business, government or non-profit organizations. Graduates will be able to work in areas such as accounting, finance, management and marketing.

BUSINESS ADMINISTRATION DIPLOMA
Upon completing the Certificate Program, students may enroll in the Diploma Program. There are six required courses in the Diploma Program. There are also eight electives. Students must complete four of these electives to earn a Business Administration Program Diploma. The Accounting Stream includes the indicated four electives (Automated Accounting, Managerial Accounting I, Managerial Accounting II, and Corporate Finance).

A Work Experience Option, is available to all students but is not a required component of the program. It includes two work placements, one after the first year, and one after the second year.

PROGRAM ELIGIBILITY
Applicants must have a NWT high school diploma (general or advanced), with a minimum mark of 50 per cent in English ELA 30-1 or 30-2, and in Math 30-1 or 30-2. Applicants will be eligible if they have the ALBE equivalents, ALBE English 150 and ALBE Math 150.

Mature students who do not have the required academic background will be considered individually. In the absence of the above listed entrance requirements, the Aurora College academic placement test will be required.

APPLICANT ASSESSMENT
Personal or telephone interviews with the Program Head or designate are encouraged for all applicants. A one-page letter of intent will be required from applicants.

PROGRAM ADMISSION
Applicants will be admitted to the Business Administration Program based on the program eligibility criteria, subject to space available.

PROGRAM INFORMATION
The Business Administration Program is two years in length. Students will earn a Certificate after successfully completing 10 specified courses. Students can then obtain a Diploma by completing a second year. There are six required courses in the second year. There are also eight electives; students must successfully complete four of them to earn a Business Administration Program Diploma. If students successfully complete the indicated four electives, they will earn a Business Administration Program - Accounting Stream Diploma. The Work Experience Option is available to all students but is not a required component of the program. It requires students to participate in two work placements, one after the first year and one after the second year. This provides students with an opportunity to apply the theoretical knowledge they have learned.

The Business Administration Program may be taken on a full-time or part-time basis. Successful completion of the Program requires hard work, time management skills, organizational skills, a positive attitude, and the ability to deal with stress.

The Business Administration Program was designed to maximize the number of agreements regarding transfer credits with universities and professional associations. The Accounting Stream was designed to assist graduates who wish to work towards a Chartered Professional Accounting (CPA) designation.
Each of the courses in the Business Administration Program will be delivered face-to-face on one or more of the three campuses of Aurora College. As well, some or all of the classes will be delivered through video conferencing to students on the other two campuses. Students will therefore receive face-to-face instruction for some of their courses from an instructor in the classroom, while they will receive instruction for other courses through video conferencing, delivered by instructors on another campus.

PROGRAM OBJECTIVES

- To provide students with knowledge and skills in the subject areas of the Business Administration Program.
- To help the students prepare for employment in business, government or non-profit organizations in the NWT.
- To provide students with a sound educational base so that they can continue their education after graduating and obtain educational or professional credentials.

COMPLETION REQUIREMENTS

1. Students must complete all course assignments. The passing mark for each course will be 50 per cent. However, students must maintain a minimum cumulative average of 60 per cent in the Business Administration Program.
2. Certificate students must successfully complete 10 courses as specified in the Curriculum.
3. Diploma students must successfully complete the six required courses and four electives. If they complete the indicated four electives they will earn an Accounting Stream Diploma.
4. Students who choose the optional Work Experience Option must also successfully complete two work placements, one after the first year, and one after the second year.
5. Students who successfully complete the Accounting Stream will receive a Business Administration Program Accounting Stream Diploma. Students who successfully complete the Diploma year but who did not complete the Accounting Stream will receive a Business Administration Diploma. Students who successfully complete the Work Experience Option will receive a Business Administration Program with Work Experience Diploma.

DOCUMENT OF RECOGNITION

Aurora College Business Administration Certificate and/or Aurora College Business Administration Diploma

CURRICULUM

Year One Certificate
(30 Credits - 10 Courses)
131-103 Business Math
131-104 Business Communications I
131-105 Financial Accounting I
131-106 Introduction to Business

Year Two Diploma
(30 Credits - 10 Courses)

Required Courses (6 Courses)
131-201 Business Law
131-202 Human Resources Management
131-203 Statistics
131-204 Macroeconomics
131-205 Management
131-206 Personal Finance and Income Tax

Electives (Choose 4 Courses)
131-210 Northern Governance
131-211 Small Business Management
131-212 Community Economic Development
131-213 Business Leadership
131-222 Automated Accounting
131-223 Managerial Accounting I
131-224 Managerial Accounting II
131-225 Corporate Finance

Work Experience Option
131-120 Work Experience I
131-220 Work Experience II

Note 1: To receive a Business Administration Program - Accounting Stream Diploma, a student must successfully complete Automated Accounting, Managerial Accounting I, Managerial Accounting II, and Corporate Finance.

Note 2: The Work Experience Option is not required
OFFICE ADMINISTRATION

These programs are currently under review.

PROGRAM DESCRIPTION

OFFICE ADMINISTRATION CERTIFICATE PROGRAM
This program consists of 35 credits and provides students with the knowledge and skills needed for entry-level office positions. This program concentrates on the application of computer courses in the current office environment.

OFFICE ADMINISTRATION DIPLOMA PROGRAM
This program consists of 65 credits. The 30 credits in the 2nd diploma year, combined with the 35 credits obtained in the Office Administration Certificate Program, will provide students with the advanced knowledge and skills needed for administrative entry-level office positions. This program concentrates on the development of organizational and management skills, with additional focus on the soft and technical skills required for employment as an executive or administrative assistant in the areas of human resources, payroll, finance or other specialized office environments. Emphasis is placed on developing knowledge and skills that will enhance the unique work environment found in northern communities.

PROGRAM ELIGIBILITY
These programs are currently under review.

OFFICE ADMINISTRATION CERTIFICATE PROGRAM
Applicants must:
• Possess at least 70 high school credits, or equivalent, with a minimum of 65 per cent in English ELA 20-2 and Math 10C, or complete an Aurora College placement package achieving ALBE English 140 and ALBE Math 140; and
• Provide two letters of reference.

OFFICE ADMINISTRATION DIPLOMA PROGRAM
Applicants must:
• Possess an Office Administration Certificate; and
• Provide a letter of interest.

APPLICANT ASSESSMENT
All applications are assessed by the Program Selection Committee, through the Admissions Office at the appropriate Campus. Application assessment will be based on the submitted documents. A personal interview may be required.

Note: Anyone convicted of an offence for which they have not been pardoned may be ineligible for field placements and thus may not be able to fulfill completion and graduation requirements of the program.

PROGRAM ADMISSION
Students meeting the above program requirements may be admitted to the program.

PROGRAM INFORMATION
These programs may be delivered on a full-time or part-time basis depending upon the location. Successful completion of the program requires hard work, time management skills, excellent organizational skills, a positive attitude, and the ability to deal with stress. Program requirements involve working at a video display terminal.

Some courses in these programs may be transferable to other programs.

PROGRAM OBJECTIVES
These programs are currently under review.

OFFICE ADMINISTRATION CERTIFICATE PROGRAM
This program trains students for employment in business, industry and government as typists, receptionists, word processing operators, finance clerks, data entry clerks, and office administration assistants.

OFFICE ADMINISTRATION DIPLOMA PROGRAM
This program trains students for employment in business, industry and government, emphasizing enhanced skills to work as executive assistants or as administrative assistants in the areas of human resources, payroll, finance, and other specialized office environments.

COMPLETION REQUIREMENTS
All programs require successful completion of all courses as specified in the course outlines. Students must have a cumulative average of 60 per cent or better to graduate.
DOCUMENT OF RECOGNITION
Aurora College Certificate or
Aurora College Diploma

CURRICULUM
These programs are currently
under review.

Office Administration
Certificate
077-002 Simply Accounting
077-004 Business Math
077-151 Keyboarding I
077-152 Keyboarding II
077-104 Office Procedures
077-105 Bookkeeping I
077-107 Bookkeeping II
077-112 Word Processing
077-121 Business English
131-142 (or 031-142) Spreadsheets
077-115 Presentations and
Desktop Publishing
077-108 Practicum

Office Administration Diploma
(Note: student must have completed
the Office Administration Certificate)
077-122 Business Communications
077-240 Records and Information
Administration
077-241 Advanced Computer
Applications
077-242 Human Resource and
Payroll Administration
077-243 Financial Accounting and
Reporting Procedures
077-244 Executive Office
Procedures and Skills
077-245 Database Management
and Custom Computer
Applications
077-246 Aboriginal and
Community
Governments

In addition to the eight core courses
above, students shall take any two
(2) of the following electives:

077-247 Medical Office Procedures
077-248 Medical Terminology
131-271 (or 031-271)
Organizational Behaviour
131-133 (or 031-133) Personal
Finance and Income Tax
PROGRAM DESCRIPTION
This program contains eight three-day modules and is designed to provide employees in “front line” positions in industry with leadership, communication, team building, critical thinking, conflict resolution, and problem solving knowledge and skills. The program objective is to prepare individuals to advance to more senior positions within their organization. This program is also applicable to people new to supervisory or management roles, such as team leaders or front line supervisors.

PROGRAM ELIGIBILITY
- The program is open to employees who are sponsored by their employers.
- The employee must have a designated coach/mentor within his/her company or organization.
- The employee must have reading comprehension at Grade 11 or higher, along with a keen interest in personal and professional development.

APPLICANT ASSESSMENT
Participants will be accepted based on recommendation and support from their employer. Aurora College can provide reading comprehension testing where requested or required. This will assist in recommending whether a candidate has the reading comprehension to address the material and content of the program.

PROGRAM ADMISSION
Admission is based on the eligibility criteria and applicant assessment process.

PROGRAM INFORMATION
This program contains eight three-day modules and is designed to provide employees in “front line” positions in industry with the leadership, communications, team building, critical thinking, conflict resolution, and problem solving knowledge and skills. The program objective is to prepare individuals to advance to more senior positions within their organization. This program is also applicable to people new to supervisory or management roles, such as team leaders or front line supervisors.

PROGRAM OBJECTIVES

Module 1 - Personal Development
Upon successful completion of this course, the student will:
- Recognize and explain the importance of relationships between reflection and a higher-order state of mindfulness.
- Understand the connections (and potential disconnections) between connecting to self and connecting to others.
- Relate the ideals of connectivity to a broader understanding of mindful leadership as an articulation of systems thinking.
- Explain the transformation of systems thinking to synergy as it pertains to personal growth and personal leadership style.
- Discover and articulate a personal leadership motto and mission.

Module 2 - Communications Skills
Upon successful completion of this course, the student will:
- Recognize and explain the importance of relationship between communications (written and oral), shared wisdom, and leadership.
- Distinguish the characteristics of purpose and audience when planning a leadership message.
- Identify and adjust crucial components of communication (including language and tone) in response to audience needs and expectations.
- Explain how structure informs the meaning of a leadership message, and how modifications to structure can impact the meaning of a message.
- Design and construct a leadership message that is logical, concise, and clear.
- Optimize communications strategies in response to specific needs and expectations.
- Design and implement a leadership presentation that conveys a clearly-defined message in a visual and/or symbolic medium.
- Articulate a personal leadership motto and explain generally the leadership brand that is connected to this motto.
- Explain and model best practices in key situational communications.
Module 3 - Effective Personal Leadership
Upon successful completion of this course, the student will:
• Recognize and explain the importance of “self-talk” and the choice of “words” to our affirmation and aspiration as we develop effectiveness in personal leadership.
• Identify the need for “purpose” in one’s life, especially in developing personal leadership traits.
• Understand the need for personal responsibility and accountability for the choices made throughout the personal leadership journey.
• Develop a shared understanding of leadership traits and characteristics.
• Examine and discuss several leadership models.
• Explain the gift of leadership as a privilege and a responsibility.
• Articulate a personal mission and vision statement.

Module 4 - Effective Team Leadership
Upon successful completion of this course, the student will:
• Recognize and explain the importance of an individual’s sense of “belonging” (that is, the question “do I belong?”) to the holistic development and functioning of teams.
• Identify the need for “purpose”; that is, developing a shared vision among team members and the need for the team leader to secure “buy-in” from all members.
• Appreciate the power of diversity in teams and developing a win/win philosophy through principle-centered engagement.

Module 5 - Managing in the Middle
Upon successful completion of this course, the student will:
• Recognize and explain the various levels of management, their importance, and the relationship between management and staff.
• Identify where an organization is going (Mission, Vision, and Values) while also being able to describe why a company exists, what an employee does to contribute to a company structure, and why this contribution is critical.
• Explain the importance of and how to build the best team (recruitment and selection).
• Explain the importance and effectiveness of various strategies for motivating staff, including rewarding good behavior, trust and influence.
• Describe techniques for managing staff, including coaching, establishing expectations and dealing with difficult conversations.
• Plan for the future by explaining the importance of succession management, and the costs associated with failing to manage succession.
• Differentiate between change and transition. Describe and construct a change plan. Explain how to ease employees into change. Use and administer a tool to make change less scary.
• Explain the importance of communication (including listening) for managers and when to use different approaches (that is, awareness of cultural differences).
• Describe a variety of management feedback tools and how (and when) to use them.

Module 6 - Problem Solving and Decision Making
Upon successful completion of this course, the student will:
• Recognize and explain the importance of decision making/problem solving and leadership practices.
• Distinguish and explain various theories and strategies of decision making, including key techniques articulated in each.
• Enhance analytical skills as they can be applied to decision making/problem solving in difficult business and industry situations.
• Develop an effective, integrated, and creative approach to deal with a case study focused on a decision/problem that needs to be addressed in a relevant and responsive manner.
Module 7 - Culture and Diversity in the Workplace
Upon the successful completion of this course, the student will:
• Enhance self-awareness through an understanding of culture and diversity.
• Increase knowledge and understanding of other cultural perspectives.
• Explore the connection between diversity consciousness and personal as well as organizational success.
• Develop cross-cultural communication skills.
• Explore the role of team building in a diverse workplace.
• Explore diversity-conscious leadership strategies.
• Learn about diversity-management resources and supports.

Module 8 - Conflict Resolution
Upon successful completion of this course, the student will:
• Describe conflict, their conflict mode, and the modes of those they interact with.
• Explain why conflict occurs, including how it impacts individuals and companies.
• Recognize and explain how stress and anger are related to conflict.
• Describe the role that assumptions play in conflict, the assumption cycle, and some key strategies for how to break it.
• Identify and adjust listening techniques to diminish unwanted conflict. Further focuses skills learned in the Communications Module.

Module 9 – Mentoring
Note: This course is 10 hours in duration. The first 7 hours (day one) is for mentors of NLDP participants, and the last 3 hours (morning of day 2) has the NLDP participants joining the mentors for completion of the course.
Upon successful completion of this course, the mentor will be able to:
• Create an opening for relatedness and connection with the participant.
• Distinguish coaching and mentoring and what this makes possible.
• Listen.
• Provide effective feedback.
• Identify conditions of satisfaction, and generate a mentoring contract aligned with the business needs.

Upon successful completion of this course, the NLDP participant will be able to:
• Create an opening for relatedness and connection with the mentor.
• Distinguish coaching and mentoring and what this makes possible.

COMPLETION REQUIREMENTS
Participants must complete all eight modules. Module 9 (052-009) is for the participant mentors.

DOCUMENT OF RECOGNITION
Aurora College Record of Achievement

CURRICULUM
052-001 Personal Development
052-002 Communications Skills
052-003 Effective Personal Leadership
052-004 Effective Team Leadership
052-005 Managing in the Middle
052-006 Problem Solving and Decision Making
052-007 Culture and Diversity in the Workplace
052-008 Conflict Resolution
052-009 Mentoring*

*Note: This course is 10 hours in duration. The first 7 hours (day one) is for mentors of NLDP participants, and the last 3 hours (morning of day 2) has the NLDP participants joining the mentors for completion of the course.
SCHOOL OF DEVELOPMENTAL STUDIES

ADULT LITERACY AND BASIC EDUCATION  38
ADULT BASIC EDUCATION EQUIVALENCIES  41
OCCUPATIONS AND COLLEGE ACCESS PROGRAM (OCAP)  42
UNIVERSITY AND COLLEGE ACCESS PROGRAM (UCAP)  46
ADULT LITERACY AND BASIC EDUCATION

Offered at all Campuses and most Community Learning Centres

PROGRAM DESCRIPTION
The Aurora College Developmental Studies Department uses the Department of Education, Culture and Employment’s (ECE’s) Adult Literacy and Basic Education (ALBE) curriculum which includes six levels of study, ranging from basic literacy to coursework at the grade 12 level. Courses in this program enable participants to learn or relearn skills needed to meet employment, personal or educational goals. Participants in the Adult Literacy and Basic Education (ALBE) Program enroll in a program of study according to their personal needs and academic levels. Because of this, time spent in the program will vary for each individual.

Due to the extensive range of courses available, the course offerings will vary at each Aurora College location (Community Learning Centre and Campus). Participants often enroll in the program as a first step toward entering a certificate, diploma, degree or trade program. Students may take ALBE courses on a full-time or part-time basis through either classroom or distance delivery.

Aurora College works with the Department of Education, Culture and Employment (ECE) to continually update the ALBE curriculum used in the ALBE and Access Programs.

PROGRAM ELIGIBILITY
Individuals who are at least seventeen years of age.

APPLICANT ASSESSMENT
Applicants must meet the program eligibility requirements. The Adult Literacy and Basic Education Student Intake Package may be administered to determine an applicant’s academic levels. Applicants complete the Adult Literacy and Basic Education Student Intake Package to assess English (reading and writing) and math skills. The tools are not pass or fail, but designed to place the learner at an appropriate level. Also, as part of the placement process, Aurora College staff may interview each participant to assess suitability for the program. If secondary school (grades 10-12) transcripts can be provided, a copy of the transcript will also be used to assist with the assessment.

PROGRAM ADMISSION
Applicants will be admitted to this program based on their ability to meet the program eligibility requirements.

PROGRAM INFORMATION
- Program delivery varies at each program location (community learning centre and/or campus).
- The core program consists of English, Math, Career/Lifework, Career/College, and Prior Learning Assessment Recognition (PLAR) Portfolio Development. Social Studies, Science and Information and Communications Technology (ICT), and the Financial Literacy Modules may be offered as electives. Not all courses are available at all locations.
- An NWT Secondary School Diploma may be obtained by adult learners who complete a minimum of 100 credits, of which 55 are specified academic course credits. The balance may be made up through Prior Learning Assessment and Recognition (PLAR), to a maximum of 45 credits for accredited course equivalencies. An application must be completed and documentation must be provided to support PLAR assessment. Completed applications and supporting documentation are to be submitted to the Department of Education, Culture and Employment.
- Full-time and part-time students are placed in a program of study based on their interests and needs.
- Most courses are delivered in the classroom, but some courses may be delivered through distance delivery.
- Students attend all scheduled classes in accordance with College and/or Program policy.
PROGRAM OBJECTIVES
The ALBE Program will provide the student with the opportunity to:
• Develop basic skills in specific subject areas using Adult Literacy and Basic Education (ALBE) curriculum from the Department of Education, Culture and Employment;
• Expand critical and creative thinking skills;
• Acquire skills, knowledge and attitudes needed to meet personal, employment or educational goals;
• Explore a range of learning experiences;
• Apply new knowledge to different situations;
• Develop career paths leading directly to employment or entry into further training programs through the study of carefully chosen electives;
• Identify skills, knowledge and attitudes acquired through life experiences as well as classroom learning;
• Develop a Prior Learning Assessment and Recognition (PLAR) portfolio, which can be used for personal affirmation, employment or accredited course equivalencies;
• Explore an alternative pathway for adult learners to earn an NWT Secondary School Diploma; and
• Upgrade academic qualifications in order to gain direct admission into college/university programs or employment.

COMPLETION REQUIREMENTS
For all courses, levels 110 to 140, Biology 20, Chemistry 20, and Physics 20, the student must achieve 60% or greater to complete the course. For levels 150 and 160, Biology 30, Chemistry 30, and Physics 30, the student must achieve 50% or greater to complete the course.

Aurora College and other Colleges/Universities may require higher course pass marks for entrance into specified programs of study.

DOCUMENT OF RECOGNITION
Record of Participation will be awarded for the successful completion of an Embedded Essential Skills course.

Record of Achievement

NWT Secondary School Diploma may be awarded by the Department of Education, Culture and Employment (ECE) to an adult learner that meets the NWT Secondary School Diploma requirements. Students are required to complete and submit the application directly to ECE.

CURRICULUM
080-101 ALBE English 110
080-102 ALBE English 120
080-103 ALBE English 130
080-104 ALBE English 140
080-105 ALBE English 150
080-106 ALBE English 160
080-111 ALBE Math 110
080-112 ALBE Math 120
080-113 ALBE Math 130
080-114 ALBE Math 140
080-117 ALBE Math 145
080-115 ALBE Math 150
080-116 ALBE Math 160
080-121 ALBE Science 110
080-122 ALBE Science 120
080-123 ALBE Science 130
080-124 ALBE Science 140
005-011 Biology 20
005-012 Biology 30
005-016 Chemistry 20
005-017 Chemistry 30
005-112 Physics 20
005-113 Physics 30
080-131 ALBE Social Studies 110
080-132 ALBE Social Studies 120
080-133 ALBE Social Studies 130
080-134 ALBE Social Studies 140
080-135 ALBE Social Studies 150
005-126 ALBE Social Studies 160
008-142 ALBE Career/Lifework 120/130
080-143 ALBE Career/College 130/140
080-147 ALBE PLAR Portfolio Development
080-150 Foundations for Success
080-343 ALBE Information and Communications Technology (ICT) 130
080-344  ALBE Information and Communications Technology (ICT 140)
080-170  Financial Literacy Module 1 (Household Budgeting)
080-171  Financial Literacy Module 2 (Income and Taxes)
080-172  Financial Literacy Module 3 (Bank Accounts)
080-173  Financial Literacy Module 4 (Banking)
080-174  Financial Literacy Module 5 (Credit)
080-175  Financial Literacy Module 6 (Financial Planning Tools)
080-176  Financial Literacy Module 7 (Consumer Awareness)
080-177  Financial Literacy Module 8 (Managing Debt)
080-178  Financial Literacy Module 9 (Payday Loans the Real Cost)
080-179  Financial Literacy Module 10 (Mortgages)
080-180  Financial Literacy Module 11 (Retirement)

**Embedded Essential Skills Courses:**
080-190  Introduction to Office Skills
080-191  Start Your Own Small Business
080-192  Small Business Funding and Marketing
080-193  Introduction to Early Learning and Child Care
080-194  Introduction to Retail and Customer Service
080-195  Construction Labourer Basics
080-221  Ready to Work NWT
### ADULT BASIC EDUCATION EQUIVALENCIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Passing Mark</th>
<th>Approximate Grade Equivalency</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 110</td>
<td>210</td>
<td>60% overall</td>
<td>Grades 1-3</td>
</tr>
<tr>
<td>English 120</td>
<td>210</td>
<td>60% overall</td>
<td>Grades 4-6</td>
</tr>
<tr>
<td>English 130</td>
<td>210</td>
<td>60% overall</td>
<td>Grades 7-9</td>
</tr>
<tr>
<td>English 140</td>
<td>210</td>
<td>60% overall</td>
<td>Grades 10-11</td>
</tr>
<tr>
<td>English 150</td>
<td>210</td>
<td>50% overall</td>
<td>Grade 12 English Language Arts 30-2</td>
</tr>
<tr>
<td>English 160</td>
<td>210</td>
<td>50% overall</td>
<td>Grade 12 English Language Arts 30-1</td>
</tr>
<tr>
<td>Math 110</td>
<td>150</td>
<td>60% overall, no exit exam</td>
<td>Grades 1-3</td>
</tr>
<tr>
<td>Math 120</td>
<td>150</td>
<td>60% overall</td>
<td>Grades 4-6</td>
</tr>
<tr>
<td>Math 130</td>
<td>150</td>
<td>60% overall</td>
<td>Grades 7-8</td>
</tr>
<tr>
<td>Math 140</td>
<td>150</td>
<td>60% overall</td>
<td>Grade 9 and Common Math 10</td>
</tr>
<tr>
<td>Math 145</td>
<td>150</td>
<td>60% overall</td>
<td>Grade 11 (Math 20-2)</td>
</tr>
<tr>
<td>Math 150</td>
<td>150</td>
<td>50% overall</td>
<td>Grade 12 (Math 30-2)</td>
</tr>
<tr>
<td>Math 160</td>
<td>150</td>
<td>50% overall</td>
<td>Grade 12 (Math 30-1)</td>
</tr>
<tr>
<td>Career/Life Work 120/130</td>
<td>45</td>
<td>60% overall</td>
<td></td>
</tr>
<tr>
<td>Career/College 130/140</td>
<td>45</td>
<td>60% overall</td>
<td></td>
</tr>
<tr>
<td>Science 110</td>
<td>75</td>
<td>60% overall</td>
<td>Grades 1-3</td>
</tr>
<tr>
<td>Science 120</td>
<td>100</td>
<td>60% overall</td>
<td>Grades 4-6</td>
</tr>
<tr>
<td>Science 130</td>
<td>100</td>
<td>60% overall</td>
<td>Grades 7-8</td>
</tr>
<tr>
<td>Science 140</td>
<td>100</td>
<td>60% overall</td>
<td>Grades 9-10</td>
</tr>
<tr>
<td>Biology 20</td>
<td>125</td>
<td>60% overall</td>
<td>Grade 11</td>
</tr>
<tr>
<td>Chemistry 20</td>
<td>125</td>
<td>60% overall</td>
<td>Grade 11</td>
</tr>
<tr>
<td>Physics 20</td>
<td>125</td>
<td>60% overall</td>
<td>Grade 11</td>
</tr>
<tr>
<td>Biology 30</td>
<td>125</td>
<td>50% overall</td>
<td>Grade 12</td>
</tr>
<tr>
<td>Chemistry 30</td>
<td>125</td>
<td>50% overall</td>
<td>Grade 12</td>
</tr>
<tr>
<td>Physics 30</td>
<td>125</td>
<td>50% overall</td>
<td>Grade 12</td>
</tr>
<tr>
<td>Social Studies 110</td>
<td>75</td>
<td>60% overall</td>
<td>Grades 1-3</td>
</tr>
<tr>
<td>Social Studies 120</td>
<td>75</td>
<td>60% overall</td>
<td>Grades 4-6</td>
</tr>
<tr>
<td>Social Studies 130</td>
<td>75</td>
<td>60% overall</td>
<td>Grades 7-8</td>
</tr>
<tr>
<td>Social Studies 140</td>
<td>75</td>
<td>60% overall</td>
<td>Grades 9-10</td>
</tr>
<tr>
<td>Social Studies 150</td>
<td>125</td>
<td>50% overall</td>
<td>Grade 12 Social Studies 30-2 (Old 33)</td>
</tr>
<tr>
<td>Social Studies 160</td>
<td>125</td>
<td>50% overall</td>
<td>Grade 12 Social Studies 30-1</td>
</tr>
<tr>
<td>Information and</td>
<td>45</td>
<td>60% overall</td>
<td>Grades 7-9</td>
</tr>
<tr>
<td>Information and</td>
<td>45</td>
<td>60% overall</td>
<td>Grades 10-11</td>
</tr>
<tr>
<td>Communications Technology (ICT) 130</td>
<td>45</td>
<td>60% overall</td>
<td></td>
</tr>
</tbody>
</table>

*Updated September 20, 2011. Approved by ECE October 20, 2011.*

*ECE Adult and Post-Secondary Manager and Aurora College Chair Developmental Studies*
OCCUPATIONS AND COLLEGE ACCESS PROGRAM (OCAP)

PROGRAM DESCRIPTION
The Occupations and College Access Program (OCAP) is under the broader umbrella of the Aurora College School of Development Studies. The OCAP Program provides a combination of prerequisite and college preparation courses to enable students to enter the following Aurora College post-secondary programs: Office Administration, Personal Support Worker, Early Childhood Development, and Trades and Apprenticeship. The OCAP prepares students to take the Category 1 Trades Entrance Exams to enter the following Trades Programs: Carpenter, Housing Maintainer, Camp Cook, and Heavy Equipment Operator (HEO).

The OCAP includes a combination of 85% Adult Literacy and Basic Education (ALBE) and 15% Specialty Access Courses. The Aurora College School of Developmental Studies uses the Department of Education, Culture and Employment’s (ECE’s) ALBE curriculum which includes six levels of study. The ALBE Courses in OCAP range from the 130 to 140 levels.

Courses in this program enable participants to learn or relearn skills needed to meet employment, personal or educational goals. Participants in the Occupations and College Access Program (OCAP) enroll in a program of study according to their career goals and academic levels. Because of this, time spent in the program will vary for each individual.

Due to the extensive range of courses available, the course offerings will vary at each Aurora College campus location. The courses for every Aurora College Career Pathway may not be available at each campus. Participants mainly enroll in the program to meet prerequisite entry requirements for Aurora College certificate or trade programs. Students may enroll in this program on a full-time or part-time basis through either classroom or distance delivery.

Aurora College works with the Department of Education, Culture and Employment (ECE) to continually update the ALBE curriculum used in the Access Programs.

PROGRAM ELIGIBILITY
Individuals must be at least seventeen years of age and meet specific academic prerequisites depending on career pathway of choice.

APPLICANT ASSESSMENT
Applicants must meet the program eligibility requirements. The Adult Literacy and Basic Education Student Intake Package may be administered to determine an applicant’s academic levels. Applicants complete the Adult Literacy and Basic Education Student Intake Package to assess English (reading and writing) and math skills. The tools are not pass or fail, but designed to place the learner at an appropriate level. Also, as part of the placement process, Aurora College staff may interview each participant to assess suitability for the program. If secondary school (grades 10-12) transcripts can be provided, a copy of the transcript will also be used to assist with the assessment.

PROGRAM ADMISSION
Applicants will be admitted to this program based on their ability to meet the program eligibility requirements.

PROGRAM INFORMATION
1. Access Program delivery varies at each campus location.
2. The program consists of 85% ALBE courses in English, Math, Science, Social Studies, and Information and Communications Technology (ICT) and 15% Specialty Access courses. Not all courses are available at all locations.
3. Full-time and part-time students are placed in a program of study based on their interests and needs.
4. Most courses are delivered in the classroom, but some courses may be delivered through distance delivery.
5. Students attend all scheduled classes in accordance with College and/or Program policy.
PROGRAM OBJECTIVES
The Occupations & College Access Program (OCAP) will provide the students with the opportunity to:

1. Achieve prerequisite courses for entry into the post-secondary programs at Aurora College (Office Administration, Personal Support Worker, and Early Childhood Development);
2. Prepare students to successfully write the Trades Entrances Category 1 Exams;
3. To develop study and workplace skills to prepare students to be successful in their selected post-secondary program and in their future careers;
4. Provide students with skills necessary to succeed in the Category 1 Trades and Apprenticeship Programs offered at Aurora College (Carpenter, Housing Maintainer, Camp Cook, and Heavy Equipment Operator);
5. Develop basic skills in specific subject areas using Adult Literacy and Basic Education (ALBE) curriculum from the Department of Education, Culture and Employment (levels 130 and 140);
6. Expand critical and creative thinking skills;
7. Acquire skills, knowledge and attitudes needed to meet personal, employment or educational goals;
8. Explore a range of learning experiences;
9. Apply new knowledge to different situations;
10. Develop career paths leading directly to employment or entry into further training programs through the study of carefully chosen courses;
11. Identify skills, knowledge and attitudes acquired through life experiences as well as classroom learning; and
12. Upgrade academic qualifications in order to gain direct admission into college/university programs or employment.

COMPLETION REQUIREMENTS
For all courses, levels 130 to 140, the student must achieve 60% or greater to complete the course. The students must achieve 60% or greater to complete the Specialty Access courses.

Aurora College Post-Secondary Programs and other Colleges/Universities may require higher course pass marks for entrance into specified programs of study.

The course completion requirements for an Aurora College Access Program Record of Achievement are determined by the chosen career pathway. See chart on page 44.
## Occupations and College Access Program Career Pathways (109)

<table>
<thead>
<tr>
<th>Aurora College Career Pathway</th>
<th>Pre-requisite for Career Pathway</th>
<th>Pathway Completion Requirements</th>
<th>Education &amp; Training Entrance Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Administration</td>
<td>ALBE English 130 ALBE Math 120 (if Math is offered over one term).</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%) 080 344: ALBE ICT 140 (60%) 109-001: Occupational Skills Development (60%) 109-002: Workplace Communications (60%)</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%)</td>
</tr>
<tr>
<td>Personal Support Worker</td>
<td>ALBE English 130 ALBE Math 120 (if Math is offered over one term).</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%) 080 124: ALBE Science 140 (60%) 109-001: Occupational Skills Development (60%) 109-002: Workplace Communications (60%)</td>
<td>080 104: ALBE English 140 (60%) NOTE: A criminal record check and Proof of Immunization required by health care professionals are required for acceptance into the Personal Support Worker Program.</td>
</tr>
<tr>
<td>Early Childhood Development</td>
<td>ALBE English 130 ALBE Math 120 (if Math is offered over one term).</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%) 080 134: Social Studies 140 (60%) 109-001: Occupational Skills Development (60%) 109-002: Workplace Communications (60%)</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%) NOTE: A criminal record check and Proof of Immunization required by health care professionals are required for acceptance into the Early Childhood Development Program.</td>
</tr>
<tr>
<td>Trades, Apprenticeship and Industrial Training</td>
<td>ALBE English 130 ALBE Math 120 (if Math is offered over one term).</td>
<td>080 104: ALBE English 140 (60%) 080 114: ALBE Math 140 (60%) 080 124: ALBE Science 140 (60%) 109-001: Occupational Skills Development (60%) 109 003: Trades Preparation I (60%)</td>
<td>Category 1 Trades English 10-2 or ALBE English 140 (70%) Math 10-3 or ALBE Math 140 (70%) or Trades Entrance Exam #2</td>
</tr>
</tbody>
</table>

1 The courses for each Aurora College Career Pathway may not be available at each campus.
2 It is highly recommended that OCAP students who have chosen the Personal Support Worker, Early Childhood Development or Trades and Apprenticeship Career Pathway take the Standard First Aid with CPR-C &AED elective course.
3 It is highly recommended that OCAP students who have chosen the Trades and Apprenticeship Career Pathway take the Occupational Health & Safety elective course.
4 NC – No Credit
DOCUMENT OF RECOGNITION
Record of Achievement

Students will receive a Record of Achievement based on completing courses in their selected career pathway.

CURRICULUM
080-104 ALBE English 140
080-113 ALBE Math 130
080-114 ALBE Math 140
080-123 ALBE Science 130
080-124 ALBE Science 140
080-133 ALBE Social Studies 130
080-134 ALBE Social Studies 140
080-343 ALBE Information and Communications Technology (ICT) 130
080-344 ALBE Information and Communications Technology (ICT 140)
109-001 Occupational Skills Development
109-002 Workplace Communications
109-003 Trades Preparation I (Offered at)

Elective Courses
002-191 Standard First Aid with CPR-C & AED
002-419 Occupational Health and Safety

Note:
109-003 Trades Preparation I is offered at Thebacha Campus and Aurora Campus only.
UNIVERSITY AND COLLEGE ACCESS PROGRAM (UCAP)

PROGRAM DESCRIPTION
The University and Access Program (UCAP) is under the broader umbrella of the Aurora College School of Development Studies. The UCAP Program provides a combination of prerequisite and college preparation courses to enable students to enter the following Aurora College post-secondary programs: Teacher Education, Nursing, Social Work, Business Administration, Environment and Natural Resources, and Trades and Apprenticeship. The UCAP prepares students to take the Category 2 and 3 Trades Entrance Exams to enter the following Apprenticeship Programs: Plumber/Gasfitter, Electrician, Heavy Equipment Technician, and Oil Heat Systems Technician.

The UCAP includes a combination of 85% Adult Literacy and Basic Education (ALBE) and Alberta Education Grade 11 and 12 courses, and 15% Specialty Access courses. The Aurora College School of Developmental Studies uses the Department of Education, Culture and Employment’s (ECE’s) ALBE curriculum which includes six levels of study. The ALBE Courses in UCAP range from the 140 to 160 levels.

Courses in this program enable participants to learn or relearn skills needed to meet employment, personal or educational goals. Participants in the University and College Access Program (UCAP) enroll in a program of study according to their career goals and academic levels. Because of this, time spent in the program will vary for each individual.

Due to the extensive range of courses available, the course offerings will vary at each Aurora College campus location. The courses for every Aurora College Career Pathway may not be available at each campus. Participants mainly enroll in the program to meet prerequisite entry requirements for Aurora College certificate, diploma, degree or trade programs. Students may enroll in this program on a full-time or part-time basis through either classroom or distance delivery.

Aurora College works with the Department of Education, Culture and Employment (ECE) to continually update the ALBE curriculum used in the Access Programs.

PROGRAM ELIGIBILITY
Individuals must be at least seventeen years of age and meet specific academic prerequisites depending on career pathway of choice.

PROGRAM ADMISSION
Applicants will be admitted to this program based on their ability to meet the program eligibility requirements.

PROGRAM INFORMATION

PROGRAM OBJECTIVES
The University & College Access Program (UCAP) will provide the students with the following opportunities to:

1. Achieve prerequisite courses for entry into post-secondary programs at Aurora College (Business Administration, Teacher Education, Nursing, Social Work and Environment and Natural Resources);
2. Achieve prerequisite courses necessary to succeed in the Category 3 Apprenticeship Programs offered at Aurora College (Plumber/Gasfitter, Electrician, Heavy Equipment Technician, and Oil Heat Systems Technician);
3. Prepare students to successfully write the Trades Entrances Category 2 and 3 Exams;
4. Develop writing and research skills to prepare students to be successful in the post-secondary program of their choice;

APPLICANT ASSESSMENT
Applicants must meet the program eligibility requirements. The Adult Literacy and Basic Education Student Intake Package may be administered to determine an applicant’s academic levels. Applicants complete the Adult Literacy and Basic Education Student Intake Package to assess English (reading and writing) and math skills. The tools are not pass or fail, but designed to place the learner at an appropriate level. Also, as part of the placement process, Aurora College staff will interview each participant to assess suitability for the program and course selection. If secondary school (grades 10-12) transcripts can be provided, a copy of the transcript will also be used to assist with the assessment.
5. Develop knowledge and skills to prepare students to be successful in the apprenticeship program of their choice;

6. Develop basic skills in specific subject areas using Adult Literacy and Basic Education (ALBE) curriculum from the Department of Education, Culture and Employment (levels 140 to 160);

7. Expand critical and creative thinking skills;

8. Acquire skills, knowledge and attitudes needed to meet personal, employment or educational goals;

9. Explore a range of learning experiences;

10. Apply new knowledge to different situations;

11. Develop career paths leading directly to employment or entry into post-secondary programs through the study of carefully chosen courses;

12. Identify skills, knowledge and attitudes acquired through life experiences as well as classroom learning;

13. Develop a Prior Learning Assessment and Recognition (PLAR) portfolio, which can be used for personal affirmation, employment or accredited course equivalencies; and


**COMPLETION REQUIREMENTS**

For all courses, levels 140 to 145, Biology 20, Chemistry 20, Physics 20, and Social Studies 20-2, the student must achieve 60% or greater to complete the course. For levels 150 and 160, Biology 30, Chemistry 30, Physics 30, and Social Studies 30-2, the student must achieve 50% or greater to complete the course. The students must achieve 60% or greater to complete the Specialty Access courses.

Aurora College Post-Secondary Programs and other Colleges/Universities may require higher course pass marks for entrance into specified programs of study.

The course completion requirements for an Aurora College Access Program Record of Achievement are determined by the chosen career pathway. See the chart on pages 48.
## University and College Access Program Career Pathways (108)

<table>
<thead>
<tr>
<th>Aurora College Career Pathway</th>
<th>Pre-requisite for Career Pathway</th>
<th>Pathway Completion Requirements</th>
<th>Education &amp; Training Entrance Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Administration</strong></td>
<td>English 20-2 or Math 10C or ALRE English 1-4 and ALRE Math 140 (if Math is optional over one term)</td>
<td>QBI 121: ALRE English 130 (50%)</td>
<td>QBI 103: ALRE English 130 (50%)</td>
</tr>
<tr>
<td></td>
<td>ALRE Science 140 or Social Studies 10-2</td>
<td>QBI 131: ALRE Math 150 (50%)</td>
<td>QBI 103: ALRE Math 150 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 132: Social Studies 28-2 (50%)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 144: ALRE KET 140 (50%)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 001: College Composition (60%)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 002: College Research (60%)</td>
<td></td>
</tr>
<tr>
<td><strong>Nursing</strong></td>
<td>English 20-2 or ALRE English 1-4 and ALRE Math 130 (if Math is optional over one term)</td>
<td>QBI 121: ALRE English 130 (50%)</td>
<td>QBI 103: ALRE English 130 (50%)</td>
</tr>
<tr>
<td></td>
<td>ALRE Science 140 or Science 10</td>
<td>QBI 111: ALRE Math 143 (50%)</td>
<td>QBI 103: ALRE Math 143 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 012: Biology 30 (50%)</td>
<td>QBI 103: Biology 30 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 001: College Composition (60%)</td>
<td>QBI 103: College Composition (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 002: College Research (60%)</td>
<td>QBI 103: College Research (60%)</td>
</tr>
<tr>
<td><strong>Social Work</strong></td>
<td>English 20-2 or ALRE English 1-4 and ALRE Math 130</td>
<td>QBI 121: English 130 (50%)</td>
<td>QBI 103: English 130 (50%)</td>
</tr>
<tr>
<td></td>
<td>ALRE Science 140 or Science 10</td>
<td>QBI 114: ALRE Math 140 (50%)</td>
<td>QBI 103: ALRE Math 140 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 131: Social Studies 131 (Social Studies 30-2) (50%)</td>
<td>QBI 103: Social Studies 131 (Social Studies 30-2) (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 001: College Composition (60%)</td>
<td>QBI 103: College Composition (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 002: College Research (60%)</td>
<td>QBI 103: College Research (60%)</td>
</tr>
<tr>
<td><strong>Teacher Education Program</strong></td>
<td>English 20-2 and Math 10C or ALRE English 1-4 and ALRE Math 140 (if Math is optional over one term)</td>
<td>QBI 121: ALRE English 130 (50%)</td>
<td>QBI 103: ALRE English 130 (50%)</td>
</tr>
<tr>
<td></td>
<td>ALRE Science 140 or Science 10</td>
<td>QBI 115: ALRE Math 150 (50%)</td>
<td>QBI 103: ALRE Math 150 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 111: Biology 20 (60%)</td>
<td>QBI 103: Biology 20 (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 134: Social Studies 14B (60%)</td>
<td>QBI 103: Social Studies 14B (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 001: College Composition (60%)</td>
<td>QBI 103: College Composition (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 002: College Research (60%)</td>
<td>QBI 103: College Research (60%)</td>
</tr>
<tr>
<td><strong>Environment and Natural Resources Technology</strong></td>
<td>English 20-2 and Math 10C or ALRE English 1-4 and ALRE Math 140 (if Math is optional over one term)</td>
<td>QBI 121: ALRE English 130 (50%)</td>
<td>QBI 103: ALRE English 130 (50%)</td>
</tr>
<tr>
<td></td>
<td>ALRE Science 140 or Science 10</td>
<td>QBI 115: ALRE Math 150 (50%)</td>
<td>QBI 103: ALRE Math 150 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>QBI 012: Biology 30 (50%) or Chemistry 30 (50%)</td>
<td>QBI 103: Biology 30 (50%) or Chemistry 30 (50%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 001: College Composition (60%)</td>
<td>QBI 103: College Composition (60%)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALB 002: College Research (60%)</td>
<td>QBI 103: College Research (60%)</td>
</tr>
</tbody>
</table>
| **Trades, Apprenticeship and Industrial Training** | ALRE Math 140 ALRE English 1-4 ALRE Science 140 or Science 10 | Core Courses that should be completed: | Company 2 Trades

4 English 30-2 or ALRE English 130 (English 30-2) (50%)

5 Math 30-3 or Math 30-2 (50%)

6 Physics 20, Chemistry 20 or Science 30 (50%)

7 Trades Certificate Program #5

8 Company 3 Trades

9 English 30-2 or ALRE English 130 (English 30-2) (50%)

10 Math 30-3 or Math 30-2 (50%)

11 Physics 30, Chemistry 30 or Science 30 (50%)

12 Trades Certificate Program #5

---

1 The courses for each Aurora College Career Pathway may not be available at each campus.

2 It is highly recommended that UCAP students who have chosen the Nursing Career Pathway take the Standard First Aid with CPR-C & AED elective course.
DOCUMENT OF RECOGNITION

Record of Achievement

Students will receive a Record of Achievement based on completing courses in their selected career pathway.

NWT Secondary School Diploma may be awarded by the Department of Education, Culture and Employment (ECE) to an adult learner who meets the NWT Secondary School Diploma requirements. Students are required to complete and submit the application directly to ECE.

CURRICULUM

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>080-105</td>
<td>ALBE English 150 (English Language Arts 30-2)</td>
</tr>
<tr>
<td>080-106</td>
<td>ALBE English 160 (English Language Arts 30-1)</td>
</tr>
<tr>
<td>080-114</td>
<td>ALBE Math 140</td>
</tr>
<tr>
<td>080-117</td>
<td>ALBE Math 145</td>
</tr>
<tr>
<td>080-115</td>
<td>ALBE Math 150 (Math 30-2)</td>
</tr>
<tr>
<td>005-011</td>
<td>ALBE Biology 20</td>
</tr>
<tr>
<td>005-012</td>
<td>ALBE Biology 30</td>
</tr>
<tr>
<td>005-016</td>
<td>ALBE Chemistry 20</td>
</tr>
<tr>
<td>005-017</td>
<td>ALBE Chemistry 30</td>
</tr>
<tr>
<td>005-112</td>
<td>ALBE Physics 20</td>
</tr>
<tr>
<td>005-113</td>
<td>ALBE Physics 30</td>
</tr>
<tr>
<td>080-134</td>
<td>ALBE Social Studies 140</td>
</tr>
<tr>
<td>005-223</td>
<td>ALBE Social Studies 20-2</td>
</tr>
<tr>
<td>080-135</td>
<td>ALBE Social Studies 150 (Social Studies 30-2)</td>
</tr>
<tr>
<td>080-147</td>
<td>ALBE PLAR Portfolio Development</td>
</tr>
<tr>
<td>080-344</td>
<td>ALBE Information and Communications Technology (ICT) 140</td>
</tr>
<tr>
<td>108-001</td>
<td>College Composition</td>
</tr>
<tr>
<td>108-002</td>
<td>College Research</td>
</tr>
<tr>
<td>108-003</td>
<td>Trades Preparation II</td>
</tr>
</tbody>
</table>

Elective Courses

- 002-191 Standard First Aid with CPR-C & AED
- 002-419 Occupational Health and Safety

Note:
108-003 Trades Preparation II is offered at Thebacha Campus only.

3 It is highly recommended that UCAP students who have chosen the Trades Career Pathway take the Standard First Aid with CPR-C & AED and the Occupational Health & Safety elective courses.
5 There are presently no Category 2 Apprenticeship Programs offered at Aurora College.
6 Students can take Chemistry 20 or 30 and/or Physics 20 or 30 depending on the Category of Trade they want to enter.
6 The Category 3 Apprenticeship Programs offered at Aurora College are as follows: Plumber/Gasfitter, Electrician, Heavy Equipment Technician, and Oil Heat Systems Technician.
7 NC – No Credit
SCHOOL OF EDUCATION

BACHELOR OF EDUCATION DEGREE 52
ABORIGINAL LANGUAGE AND CULTURE INSTRUCTOR DIPLOMA 56
EARLY CHILDHOOD DEVELOPMENT CERTIFICATE 58
CERTIFICATE IN ADULT EDUCATION 61
BACHELOR OF EDUCATION

Pending Approval

PROGRAM DESCRIPTION
The Bachelor of Education Program at Aurora College is designed to provide, within the NWT, an opportunity for Aboriginal and Northern students to enter the teaching profession through full-time/part-time and Campus-based programs. The goal of the program is to provide a uniquely Aboriginal and Northern culture-based teacher education program that will meet the educational needs of NWT students and schools. The Bachelor of Education Program is delivered in partnership with the University of Saskatchewan (U of S).

Courses have been selected to ensure the inclusion of the Aboriginal perspective and effective teaching techniques, as well as to meet the degree requirements of our University partner. The program is designed to be delivered over a minimum four-year period and will consist of academic and educational course work, culture camps, and internships. To graduate, students must fulfill all course and program requirements. Students graduating from the program will have teaching areas in Social Studies and English.

PROGRAM ELIGIBILITY
Applicants must be high school graduates or be out of school for one full year, have a desire to work with children and an interest in teaching within the NWT. Applicants must possess:

- Grade 12 or equivalent including a minimum of:
  - English 30-2, or ALBE English 150;
  - Math 30-2, or ALBE Math 150;
  - and one (1) of Science 20, Biology 20, Chemistry 20, or Physics 20.
- A minimum mark of 65 per cent is required in English and Math.

Applicants may be admitted with one area of deficiency, provided it is not English. Such a deficiency must be cleared before entering the second year of the program.

Applicants who do not have these formal requirements may demonstrate an equivalent ability by successfully completing the Aurora College Entry Assessment Tests.

Applicants who do not meet these academic requirements may apply for admission into the Aurora College Developmental Studies Program or the Teacher Education Access Program.

APPLICANT ASSESSMENT
Applicants will apply to the Registrar to ensure that they meet requirements for Program eligibility. Applicants must submit:

- A completed application form;
- A personal letter stating reasons for wanting to enter the teaching profession;
- Official transcripts (high school/post secondary transcripts or Aurora College Placement Exam results);
- Two letters of recommendation from a community leader, Community Education Council, school principal, or Director of Education; and
- A Criminal Record Check (A record of certain offences may prevent candidates from completing all required elements of the program, in particular, internships.)

APPLICANT INFORMATION
The Bachelor of Education Admissions Committee will review all applications and may request an applicant interview.

Once accepted into the Bachelor of Education Program, students will be required to complete the University of Saskatchewan application form, submit official transcripts to the University of Saskatchewan, and pay all application and student fees.

Priority for program selection will be given to Aboriginal and other residents of the NWT.

Student housing for Bachelor of Education students is a priority at Thebacha Campus, Fort Smith.
PROGRAM ADMISSION
Applicants will be admitted to this program based on the program eligibility requirements and the applicant assessment results.

PROGRAM INFORMATION
The Bachelor of Education Program at Aurora College extends the opportunity for university degree achievement within the NWT. Students in the program will complete 63 academic/university credits leading to teaching areas in Social Studies and English. In addition, 63 professional/education credits, including 12 credits (16 weeks) of student teaching internships are completed. Some courses are non-transferable to the University of Saskatchewan but are required by both Aurora College and the University of Saskatchewan for degree completion. Academic courses are selected to meet degree completion requirements of the University of Saskatchewan. As part of a uniquely Aboriginal and Northern culture-based program, culture camps and an opportunity to gain knowledge about the NWT Aboriginal languages are presented.

PROGRAM OBJECTIVES
To prepare Aboriginal and Northern teachers to do the following:

- To use a variety of approaches to teaching in order to meet the educational needs of NWT children;
- To facilitate a positive classroom learning environment;
- To teach all subjects competently in the elementary grades (K-9);
- To meet the needs of each child placed in his/her classroom;
- To work effectively and independently in a Northern classroom;
- To use a variety of assessment/evaluation tools and procedures in the classroom;
- To become knowledgeable about the Education Act, NWT, Pan-Canadian, and Western and Northern Canadian (WNCP) curriculum protocols;
- To integrate Aboriginal cultural perspectives in the classroom;
- To utilize a variety of community and traditional knowledge resources in the classroom; and
- To continue in other institutions of higher learning if he/she wishes to continue his/her studies.

COMPLETION REQUIREMENTS
4-Year Bachelor of Education Degree (Implemented, September, 2014):
Students must meet all requirements of the University of Saskatchewan Bachelor of Education degree including the required non-transferable courses that are specific to the Aurora College program. Students must have an overall average of 60 per cent in both Education/Professional courses and Academic courses. Bachelor of Education degrees are awarded by the University of Saskatchewan.

*Note: Students who began their B.Ed program in September, 2013 or earlier will complete their program based upon the Completion Requirements outlined in Program Outline, 2010-10-14; Board of Governors MOTION: 41-2008.

Bachelor of Education Degree
123 credit units (cu)

Teaching Area 1: 18cu
( Arts/Science courses)
Teaching Area 2: 12cu
( Arts/Science courses)
Academic Electives: 15cu
( Arts/Science/Approved Education courses)
Natural Science Elective: 3cu
Fine Arts Elective: 3cu
Health Elective: 3cu
Kinesiology: 3cu
Academic Math: 3cu
Professional Courses: 33cu
Inquiry Project: 3cu
Internships: 21cu
University Preparation English: 3cu
Culture Camps: 3cu
DOCUMENT OF RECOGNITION
University of Saskatchewan Bachelor of Education Degree and eligibility to apply for the NWT Standard Professional Teaching Certificate.

CURRICULUM

ACADEMIC

Aboriginal Language
011-121 Literacy in an Aboriginal Language I
011-122 Literacy in an Aboriginal Language II

English
440-109 University Preparation: Responding to Literature
195-113 Literature and Composition Reading Narrative
195-114 Literature and Composition Reading Culture
195-230 Literature for Children
195-270 Literature of Native North America
195-335 Emergence of Aboriginal Literature
195-359 Western Canadian Literature

Indigenous Studies
440-128 Aboriginal Peoples in Contemporary Society
440-211 First Peoples of the NWT
195-231 Gender in Traditional and Contemporary Indigenous Societies
195-261 Aboriginal Intellectual and Cultural Traditions in Western Canada
195-262 Aboriginal Narratives of Historical Memory

195-370 Images of Indigenous North America

Circumpolar Studies
800-100 Introduction to the Circumpolar World
800-321 People and Cultures I
800-322 People and Cultures II

History
195-152 Post Confederation Canada
195-291 The World Wars

Natural Science
195-120 Geography - Introduction to Global Environmental Systems
195-125 Environmental Science and Society

Fine Arts
440-110 Introduction to Music
440-370 The Role of Drama in Aboriginal Language Education

Interdisciplinary Studies
195-102 Strategies for Academic Success

Health
440-208 Health Concepts for Northern Teachers

Mathematics
195-001 Mathematics for Education Students

Linguistics
440-112 Introduction to Linguistics

Kinesiology
195-497 Special Topics in Kinesiology
195-496 Physical Activity and School Aged Children and Youth
195-121 Functional Basis of Physical Activity

PROFESSIONAL

Education Curriculum
440-104 Introduction to Teaching in the NWT
440-106 Arts Education (K-9)
440-120 Physical and Outdoor Education (K-9)
440-204 Science Education (K-9)
440-205 Teaching Social Studies & Aboriginal Studies in Elementary Schools
440-207 Children’s Literature in the Integrated Language Arts Classroom

440-209 Integrated English Language Arts (4-9)
440-212 Curriculum and Instruction for Northern Teachers

195-309 Literacies of Knowing
195-310 Relational Curriculum Making
195-311 Methods in K-9 Mathematics I
195-316 Methods in K-9 Mathematics II

Education Technology
440-107 A Survey of Information Technology Applications in Educational Environments
440-145 Information Technology Skills for Teachers

Education Foundations
440-201 Introduction to the Teaching of English Language Arts
195-301 Educator Identity in Contexts: Anti-Oppressive and Ethical Beginnings
195-313 Pedagogies of Place
Education Psychology
440-215 Learners and Learning
440-250 Teaching Exceptional Children
440-337 Creating Effective Learning Environments in NWT Schools
195-448 Assessing Learning in the Classroom

Education Administration
195-425 Legal and Institutional Contexts of Education
440-498 Capstone Project

Education Internships
440-231 Pre-Internship Student Observations/Volunteering
440-100 BEd Internship I
440-200 BEd Internship II
195-321 Learning in Context
195-322 Relational Curriculum Making in Practice Education

Education Core Inquiry
195-411 Core Inquiry Project (EADM, ECUR, EFDT, EPSE)

Culture Camps
440-111 Culture Camp I
440-222 Culture Camp II
440-333 Culture Camp III
ABORIGINAL LANGUAGE AND CULTURE INSTRUCTOR PROGRAM II

Check with the Registrar’s office for specific delivery locations.

PROGRAM DESCRIPTION
The program is designed to train individuals to work as Aboriginal language instructors in NWT schools, teaching Aboriginal languages and culture courses. The program is a mixture of Aboriginal language immersion courses and teaching methodologies courses related specifically to teaching Aboriginal languages.

PROGRAM ELIGIBILITY
Candidates must be knowledgeable about an Aboriginal language and/or culture.

NOTE: A criminal record check is required. A record of certain offences may prevent candidates from completing all required elements of the program, in particular, internships.

APPLICANT ASSESSMENT
Applicant must:
• Demonstrate knowledge about an Aboriginal language and/or culture;
• Provide a personal letter stating reasons why (s)he wants to enter the teaching profession; and
• Provide a letter of recommendation from a community leader, Community Education Council, school principal, or Director of Education testifying to his/her interest in teaching, character, work, and skills.

PROGRAM ADMISSION
Applicants will be admitted to the program based on program eligibility requirements.

PROGRAM INFORMATION
The ALCIP Diploma program prepares individuals to teach Aboriginal language and culture courses in the NWT. Students in the program will improve their oral and written Aboriginal language proficiency. As well, they will complete courses that prepare them with the methodologies necessary to be a successful Aboriginal language and culture teacher.

PROGRAM OBJECTIVES
To prepare Aboriginal language and culture teachers to:
• Use a variety of approaches to teaching in order to meet the Aboriginal language and culture needs of NWT children;
• Facilitate a positive Aboriginal language classroom learning environment;
• Meet the needs of each child placed in his/her Aboriginal language classroom;
• Work effectively and independently in an Aboriginal language classroom;
• Use a variety of assessment/evaluation tools and procedures in the classroom;
• Become knowledgeable of Aboriginal language, Dene Kede, and/or Inuuqatigiit curricula;
• Integrate Aboriginal cultural perspectives in the classroom;
• Utilize a variety of community and traditional knowledge resources in the classroom; and
• Continue in other institutions of higher learning if he/she wishes to continue his/her studies.

COMPLETION REQUIREMENTS
Students must successfully complete 67 credits of coursework: 21 credits of Academic courses and 46 credits of Professional coursework.

Academic Requirements
Aboriginal Language – 9 credits Junior Level; 6 credits Senior Level
English – 3 credits Junior Level; 3 credits Senior Level

Professional Requirements
Methodologies – 9 credits Junior Level; 18 credits Senior Level
Electives – 6 credits
Field Camps – 7 credits
Internships – 6 credits


The Chair, School of Education, may approve substitution of relevant courses for credit towards the requirements of both the Certificate and Diploma programs.

Individuals beginning the ALCIP program AFTER June, 2008 are NOT eligible for Certificate exit.

DOCUMENT OF RECOGNITION
Upon successful completion of the program, candidates will receive an ALCIP Diploma.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>011-121</td>
<td>Literacy in an Aboriginal Language Level I</td>
</tr>
<tr>
<td>011-122</td>
<td>Literacy in an Aboriginal Language Level II</td>
</tr>
<tr>
<td>170-003</td>
<td>Aboriginal Language Acquisition</td>
</tr>
<tr>
<td>170-120</td>
<td>Learning Language through Cultural Activities</td>
</tr>
<tr>
<td>440-112</td>
<td>Introduction to Linguistics I</td>
</tr>
<tr>
<td>440-109</td>
<td>University Preparation: Responding to Literature (or English course at approved level)</td>
</tr>
<tr>
<td>219-211</td>
<td>Aboriginal Perspectives Through <em>Dene Kede</em> and <em>Inuuqatigiit</em></td>
</tr>
<tr>
<td>440-370</td>
<td>The Role of Drama in Aboriginal Language Education</td>
</tr>
<tr>
<td>170-126</td>
<td>Teaching an Aboriginal Language as a Second Language</td>
</tr>
<tr>
<td>219-106</td>
<td>Arts Education in Elementary School</td>
</tr>
<tr>
<td>219-127</td>
<td>Curriculum Planning for Aboriginal Language Teachers</td>
</tr>
<tr>
<td>219-128</td>
<td>The Development of Aboriginal Language Materials</td>
</tr>
<tr>
<td>219-104</td>
<td>Introduction to Teaching in the NWT</td>
</tr>
<tr>
<td>170-004</td>
<td>Classroom Management for Aboriginal Language Teachers</td>
</tr>
<tr>
<td>219-101</td>
<td>Child Development – a Language Perspective</td>
</tr>
<tr>
<td>440-145</td>
<td>Information Technology Skills for Teachers</td>
</tr>
<tr>
<td>440-107</td>
<td>A Survey of Information Technology Applications in Educational Environments</td>
</tr>
<tr>
<td>170-001</td>
<td>On-the-Land Safety</td>
</tr>
<tr>
<td>170-002</td>
<td>“Reconnecting with our Spirituality” Culture Camp</td>
</tr>
<tr>
<td>440-222</td>
<td>Culture Camp II</td>
</tr>
<tr>
<td>170-100</td>
<td>Internship I</td>
</tr>
<tr>
<td>170-200</td>
<td>Internship II</td>
</tr>
</tbody>
</table>
EARLY CHILDHOOD DEVELOPMENT

This program is delivered by distance and on a part-time basis, therefore it takes four or more years to complete all the requirements.

PROGRAM DESCRIPTION

The Early Childhood Development Program is designed to train students to work with children from infancy to the age of six, with an emphasis placed on the preschool years. It offers a balance between classroom discussion, lectures, practical training and many opportunities to develop teaching materials and guidance skills.

The Early Childhood Development Program will help the students to develop the skills, knowledge and attitudes necessary to promote the well-being of children, families and communities. The primary focus is on promoting the growth and development of healthy children. This program also trains people to design, deliver and/or evaluate programs and services in the community. Principles of the program include:

- Addressing the needs of children pre-natal to six years of age;
- Enhancing child, family and community development;
- Supporting the role of parents/guardians by being family centred;
- Stressing wellness and the promotion of a healthy lifestyle;
- Following a holistic approach to foster a healthy environment for children and families;
- Community-based and community-sponsored early childhood development;
- Offering an introduction to the services available in the community, region and territory;
- Adhering to culturally appropriate traditions guided by Aboriginal perspectives;
- Stressing practical application of classroom theory; and
- Developing and relying on community support systems for the student.

Students who successfully complete the Early Childhood Development Certificate may find work as assistants in daycare centres, nursery schools, playgroups, or as operators of their own daycare homes, or seek employment with Bands, Hamlets, Municipalities, Regional Health and Social Services, health-related fields, Aboriginal organizations, community agencies or the Government of the Northwest Territories. The demand for trained early childhood teachers is great and is connected to many leadership roles.

PROGRAM ELIGIBILITY

People entering the Early Childhood Development Program may come from a broad range of social development fields or be interested in child development with a focus on healthy children.

Applicants will be admitted into the program based on the following criteria:

- Completion of an Aurora College application form;
- 18 years of age or older;
- Completion of Aurora College ALBE English 140 and ALBE Math 140 or High School English 20-2 and Math 10C;
- Two letters of reference to demonstrate initiative and attitude; and
- Knowledge of an Aboriginal language is an asset.

Before students enter their field placements:

- They must have proof of any current immunization required by a health care professional (as per the GNWT’s Child Day Care Standards Regulations); and
- A criminal record check is required. A record of certain offences may prevent candidates from completing all elements of the program, in particular, securing work practicum placements (see Aurora College Policy C.21 Practicum/Internships).

If a student has completed four courses on a part-time basis in the Early Childhood Development Program and wishes to obtain an Early Childhood Development Certificate, he or she must apply for admission to the program and meet the above criteria.

Mature students with relevant work/life experience will be considered on an individual basis. Those who are 20 years or older and have been out of school for at least one year can apply as mature students.

Applicants who do not meet the academic entrance requirements may be admitted into the program on a probationary basis.
and must meet certain academic goals to continue their studies. They may also be required to take supplementary academic upgrading courses.

**APPLICANT ASSESSMENT**

Applicants with good Aboriginal language and English language skills are given preference. An interview with the Program Coordinator to explore the applicant’s interest in working with children may be required. A general medical certificate of fitness is required. A one-page written statement giving reasons for wanting to study Early Childhood Development must be submitted. Two letters of recommendation, one from an educator and one from a member of the community attesting to the applicant’s honesty, reliability and suitability, are required.

Note: Anyone convicted of an offence for which they have not been pardoned may be ineligible for field placements, and thus may not be able to fulfill the completion and graduation requirements of the program.

**PROGRAM ADMISSION**

Applicants will be admitted to this program based on the program’s eligibility requirements, the applicant’s assessment results, and whether or not they display a genuine interest in young children. The ability to communicate effectively with other adults and children and the ability to work as part of a team is also seen to be critically important.

If an applicant has already completed the first year, or part of a first year, of an Early Childhood Program elsewhere, courses may have transferability into this program. School transcripts, course outlines, and an interview will be evaluated for advanced standing.

**PROGRAM INFORMATION**

Starting in 2005/2006, it may be possible for students to transfer from the Aurora College Early Childhood Development Program to the Yukon College Program in some circumstances. For example, students who complete the Certificate program with Aurora College may be able to transfer into the Diploma program at Yukon College under certain conditions. Please contact the Program Coordinator for more information.

**PROGRAM OBJECTIVES**

Upon successful completion of the program the student will be able to:

- Recognize and describe normal patterns of growth and development in infants, toddlers, preschoolers and young school-age children;
- Plan safe and appropriate living and playing environments for children in group care;
- Set up and maintain a secure, healthy home daycare environment for young children;
- Develop and practise the skills necessary for the operation and management of home child care;
- Understand and implement GNWT Legislation and standards for family home care, including First Aid and CPR;
- Be knowledgeable about basic child health and safety practices and promote them;
- Support healthy children by identifying, developing and designing appropriate programs and services;
- Recognize that traditional knowledge, language and values are important for the growth and development of healthy children;
- Understand the skills for working with families and building strong centre-home ties;
- Be knowledgeable about needs identification and intervention techniques;
- Learn about the various agencies, their roles, responsibilities and the partnerships which exist at the local, regional, territorial, national and international levels; and
- Develop appropriate communication skills (facilitation, counselling, report and letter writing) and use problem-solving strategies.

**COMPLETION REQUIREMENTS**

For Certificate completion, students registered in the program before September 2005 must successfully complete the eight core courses; 14 additional credits; First Aid and CPR-C. For Certificate completion, students registering in the program from September 2005 forward must successfully complete the eight core courses and five additional courses, for a credit total of 38, as well as First Aid and CPR-C. Overall, the Certificate consists of 13 courses, including a communication skills or English course and two practicum placements.

**DOCUMENT OF RECOGNITION**

Aurora College Certificate
**CURRICULUM**

**CORE COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Former Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>016-110</td>
<td>Health, Safety and Nutrition</td>
<td>(formerly 016-101)</td>
</tr>
<tr>
<td>016-111</td>
<td>Child Growth and Development I</td>
<td>(formerly 016-100 Introduction to Child Development and Learning)</td>
</tr>
<tr>
<td>016-112</td>
<td>Introduction to Early Childhood</td>
<td>(formerly 016-107 Practicum I)</td>
</tr>
<tr>
<td>016-103</td>
<td>Basic Early Childhood Methods</td>
<td></td>
</tr>
<tr>
<td>016-113</td>
<td>Field Placement I</td>
<td>(formerly 016-107 Practicum I)</td>
</tr>
<tr>
<td>016-114</td>
<td>Integration Seminar I</td>
<td>(formerly 016-106 Seminar I)</td>
</tr>
<tr>
<td>016-115</td>
<td>Understanding Self-Esteem</td>
<td>(formerly 016-104 Interpersonal Communication and Life Skills)</td>
</tr>
<tr>
<td>016-121</td>
<td>Human Growth and Development II</td>
<td>(formerly 016-150 Child Development II)</td>
</tr>
</tbody>
</table>

**Additional Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>016-108</td>
<td>Special Topics (formerly 016-XXX)</td>
</tr>
<tr>
<td>016-123</td>
<td>Field Placement II</td>
</tr>
<tr>
<td>016-124</td>
<td>Integration Seminar II</td>
</tr>
<tr>
<td>016-125</td>
<td>Building Self-Esteem</td>
</tr>
<tr>
<td>016-116</td>
<td>Early Childhood Communication Skills</td>
</tr>
</tbody>
</table>
CERTIFICATE IN ADULT EDUCATION

PROGRAM DESCRIPTION
The Aurora College Certificate in Adult Education is a program designed to provide learning opportunities that will support people with an interest in the field of Northern Adult Education. The program is multi-level, cross-cultural, and self-directed. It serves to provide skills and knowledge to a broad range of participants, including college instructors, those preparing to enter the field of Adult Education, Community Educators, Program and Curriculum Planners, Administrators, Training Officers, Human Resource Planners, and Social and Health Care providers.

The program consists of nine three-credit courses and a three-credit practicum. The courses are delivered in a variety of ways and in many locations in the Northwest Territories.

PROGRAM ADMISSION
Admission is based on seat availability and the following criteria:

- A high school diploma including credit for English 30-2 or completion of the Aurora College placement test at the English 150 level.
- A one-page letter of interest and two letters of reference.
- A strong interest in working in the field of Adult Education.

PROGRAM OBJECTIVES
- To provide opportunities for individuals currently involved in the field of Adult Education in the North to increase their knowledge and skills.
- To provide an introduction to the skills and knowledge needed for those wishing to begin work as Northern Adult Educators.
- To provide an opportunity for participants to obtain formal post-secondary credentials in Adult Education.
- To provide an opportunity to participate in a Northern Adult Education environment with colleagues, mentors, and supervisors in the areas of instructional design and delivery, curriculum development, program administration and group facilitation.
- To provide opportunities for professional development in educational technologies and delivery formats developed specifically for Northern Adult learners.

COMPLETION REQUIREMENTS
Participants must successfully complete all components of the program.

DOCUMENT OF RECOGNITION
Aurora College Certificate

CURRICULUM

REQUIRED - 6 CORE COURSES
018-101 Elements of Instruction I
018-105 Practicum
018-106 Adult Learning Theory
018-107 Course Planning
018-108 Adult Teaching Theory
018-109 Program Planning

ELECTIVES (CHOOSE 4)
018-102 Elements of Instruction II
018-110 Special Project
018-114 Teaching Adult Literacy and Basic Education
018-115 English
018-116 Community-Based Adult Education
018-119 Teaching and Learning at a Distance
018-120 Facilitating Personal Management
018-121 Tutoring Literacy and Numeracy
018-122 Teaching Adult Literacy and Basic Education
018-123 Evaluation for Learning
018-130 Transfer Elective
018-131 Transfer Elective
018-132 Transfer Elective
018-133 Transfer Elective

The following courses are no longer delivered, but may be credited as electives in this program.

095-110 Essentials of Career Development
095-120 Career Development Tools and Resources
095-130 Intentional Interviewing Skills in Career Development
095-140 Group Facilitation
095-150 Career Counselling Strategies
095-160 Labour Market/Work Dynamic Information
095-170 Linking Career and Community Development
SCHOOL OF HEALTH AND HUMAN SERVICES

BACHELOR OF SCIENCE IN NURSING 64
SOCIAL WORK DIPLOMA 67
PERSONAL SUPPORT WORKER CERTIFICATE 69
POST GRADUATE CERTIFICATE IN REMOTE NURSING 71
BACHELOR OF SCIENCE IN NURSING

Offered at Yellowknife Campus

PROGRAM DESCRIPTION
The overall purpose of this program is to educate nurses to work with individuals, families, groups and communities in a variety of settings guided by a health promotion perspective with an ethic of caring. The program will assist students to develop sensitivity to people’s experiences of health, healing and health promotion by being cognizant of nurse’s professional roles. Students will learn to work as partners with clients and other health care providers. Through their understanding of, and participation in, the changing health care system, graduates will be active participants in creating health for all.

The Bachelor of Science in Nursing (BSN) program is offered through a degree-granting partnership with the University of Victoria.

PROGRAM ELIGIBILITY
Applicants must have Grade 12 English ELA 30-1 (Eng30) or ELA 30-2 (Eng33), or ALBE English 150; Math 20-1 or Math 20-2 or ALBE Math 145; Biology 30; and one level 20 or 30 science (Physics, Biology or Chemistry). Students must have a grade of 65 per cent or higher in the above courses.

Aurora College recognizes prior learning which has taken place in formal or informal learning experiences or through employment. Licensed Practical Nurses and other health professionals who are interested in exploring prior learning should speak to the Aurora College Registrar or the Chair, School of Health and Human Services, regarding advanced credits, transfers credits and Prior Learning Assessment and Recognition.

Note: A criminal record check is required. A record of certain offences may prevent candidates from completing all elements of the program, in particular, securing work practicum placements.

APPLICANT ASSESSMENT
Applicants will apply to the Registrar to ensure that they meet the program eligibility requirements. As well, applicants must:
- Complete a College entrance application;
- Submit two letters of reference, one work-related, one personal; and
- Submit official transcripts.

PROGRAM ADMISSION
Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Aboriginal persons, long-term residents of the NWT*, and graduates of the Nursing Access Program will be given priority in the selection process.

Prior to working with clients, students must submit proof of current Health Care Provider CPR and First Aid and a current immunization record.

*Preference will be given to longer-term northern residents from the Northwest Territories, the Yukon and Nunavut before short-term residents of one year or less.

PROGRAM INFORMATION
This is a four-year Baccalaureate program. In some cases, due to the limited availability of clinical placements, students may have to relocate for the consolidated clinical semesters.

The Aurora College BSN program follows the Requisite Skills and Abilities guidelines of the Registered Nurses Association of the Northwest Territories and Nunavut (RNANT/NU). The nursing practice environment requires that nursing students have basic skills and abilities including: mental process of perception, memory, judgement and reasoning; written, verbal, and non-verbal communication; ability to conduct themselves in a professional manner; ability to work with others in a professional relationship; demonstrate the physical abilities required of a health care environment; sensory perception abilities; and ability to work in challenging environments (RNANTNU, 2012). Applicants who question whether they have the skills and abilities to apply and successfully progress through the nursing program should contact the nursing program to determine if nursing is an appropriate career choice, and/or identify areas potentially requiring accommodation. For further detail on the requisite skills and abilities, potential applicants should refer to the document, Becoming a Registered Nurse in the Northwest Territories and Nunavut; Requisite Skills and Abilities (RNANTU, 2012) from the Registered Nurses Association of the Northwest Territories and Nunavut (www.RNANTNU.ca).
The nursing program is a practice-based program and clinical experiences are mandatory. This may require working days, evenings, nights, weekends, and statutory holidays.

**PROGRAM OBJECTIVES**
Upon completion of the program students will have the knowledge and skills needed to:

- Practice nursing within a framework of promoting health and healing through the integration of the art and science of nursing within a variety of contexts and with diverse client populations.
- Be accountable practitioners providing care and making decisions based on relationships with others, nursing knowledge, and different ways of knowing.
- Influence the current reality and future of nursing practice and health care at the economic, political, social, environmental and professional levels by anticipating and responding to the changing needs of society.
- Be critically reflective, independent and motivated practitioners with an inquiry approach to lifelong learning.
- Be prepared to meet the professional practice requirements as identified by the Registered Nurses’ Association of the Northwest Territories and Nunavut (RNANT/NU).

**COMPLETION REQUIREMENTS**
Students are required to complete all courses in the nursing program. The pass mark for all courses is 60% and students must maintain a grade point average of 65% for the duration of the program.

The Baccalaureate degree must be completed within seven years of commencing the program.

**DOCUMENT OF RECOGNITION**
University of Victoria at Aurora College Bachelor of Science in Nursing

**CURRICULUM**

**LPN Bridge-In to RN Option**
360-300 LPN to RN Bridge-in Course

**BSN Program**
261-101 Health and Healing I: Living Health
261-111 Professional Practice I: Introduction to the Profession of Nursing
261-121 Relational Practice I: Self and Others
261-131 Nursing Practice I: Introduction To Nursing Practice
187-109 Critical Reading and Writing I
360-141 Health Sciences I
261-102 Health and Healing II: Health Indicators
261-112 Professional Practice II: Introduction to the Discipline of Nursing
261-132 Nursing Practice II: Coming to Know the Client
360-142 Health Sciences II
360-151 Non-Nursing Elective or
193-290 Psychology 290 (Elective delivered by Athabasca University)

**COMPLETION REQUIREMENTS**
261-161 Consolidated Practice Experience I
261-203 Health and Healing III: Health Challenges/Healing Initiatives
261-222 Relational Practice II: Creating Health-Promoting Relationships
261-233 Nursing Practice III: Promoting Health and Healing
360-243 Health Science III
261-204 Health and Healing IV: Health Challenges/Healing Initiatives
261-213 Professional Practice III: Nursing Ethics
261-234 Nursing Practice IV: Promoting Health and Healing
360-244 Health Sciences IV
360-152 Non-Nursing Elective
or
193-435 Abnormal Psychology (Elective delivered by Athabasca University)
261-262 Consolidated Practice Experience II
261-305 Health and Healing V: Complex Health Challenges/Healing Initiatives
261-323 Relational Practice III: Connecting Across Difference
261-335 Nursing Practice V: Promoting Health and Healing
035-211 Indigenous Peoples of the NWT (Elective - Aurora College)
261-306 Health and Healing VI: Global Health Issues (NURS 342)
261-307 Health and Healing VII: Promoting Community and Societal Health (NURS 350)
261-314 Professional Practice IV: Nursing Inquiry (NURS...
261-336 Nursing Practice VI: Promoting Health of Communities and Society (NURS 351)
261-363 Consolidated Practice Experience III (NURS 370)
261-415 Professional Practice V: Leadership in Nursing (NURS 430)
261-416 Professional Practice VI: Nursing Research (NURS 360)
261-437 Nursing Practice VII: Engaging in Leadership (NURS 431)
261-471 Nursing Elective
261-470 Consolidated Practice Experience IV (NURS 470)
261-475 Consolidated Practice Experience V (NURS 475)
261-491 Nursing Practice VIII Transitions (NURS 491)
SOCIAL WORK DIPLOMA

Pending Approval
Offered at Yellowknife Campus

PROGRAM DESCRIPTION
The Aurora College Social Work Program offers two years of general university studies and social work curriculum leading to a Diploma in Social Work (Certificate in Social Work from the University of Regina). Graduates may apply to have their two years of credits applied toward the Bachelor of Social Work degree at the University of Regina or Yukon College.

The program is designed to be of particular relevance to the Northwest Territories and its social issues, cultural groups, and delivery systems and resources. The courses and the field practicums are planned to meet the educational needs of students who will be working in the North after completion of the program, as well as students who will be continuing their post-secondary studies. Program delivery is geared to meet the needs and characteristics of adult, multi-cultural learners.

The Social Work Program educates social workers in a northern, generalist practice, preparing them to work with individuals, families, groups and communities. The program teaches students a wide range of helping and intervention skills, with a solid foundation in social work values and ethics. Students will learn to work as agents of social change in a variety of settings.

To graduate, students must fulfil all course and program requirements.

PROGRAM ELIGIBILITY
Applicants must have a Grade 12 diploma, with English 30-1 or 30-2 (English course requires a grade of 65% or higher).

Applicants who do not possess a Grade 12 diploma must have ALBE English 150 or 160 (65% or higher) and ALBE Math 140.

Aurora College recognizes prior learning experience, whether from an institution or from a work-related setting. Applicants should speak to the Registrar or the Chair of The School of Health and Human Services regarding advanced credit and Prior Learning Assessment. Experience and knowledge will be considered for mature applicants, however, all applicants not meeting the entrance requirements will be required to take Aurora College Placement Exams.

APPLICANT ASSESSMENT
Applicants will apply to the Admissions Office to ensure that they meet the program eligibility requirements. As well, applicants must:

• Complete a College entrance application;
• Submit a letter of interest, indicating their reasons for applying to the program;
• Submit two letters of reference, one work-related, one personal; and
• Submit official transcripts.

Note: A criminal record check is required. A record of certain offences may prevent candidates from completing all elements of the program, in particular, securing work practicum placements.

PROGRAM ADMISSION
Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Aboriginal persons, long-term residents of the NWT*, and graduates of the Social Work Access Program will be given priority in the selection process.

*Preference will be given to longer-term residents before short-term residents of one year or less.

PROGRAM INFORMATION
This is a two year diploma program that, upon completion, offers opportunities for block transfer of credits toward the completion of a Bachelor of Social Work (BSW) degree. Students may apply for admission to the University of Regina or Yukon College BSW programs.

The two year diploma program is a partnership between Aurora College and the University of Regina. Graduates of the program will be provided with block transfer directly into the University of Regina Bachelor of Social Work program. Transfer to Yukon College will be on a course by course basis, and students will be required to apply to Yukon College directly. Transfer of credit to other colleges, universities and Aurora College programs is possible through the process of application and negotiation. For more information, please contact the Registrar’s Office, Aurora College or the specific institution to which you are requesting consideration of transfer credit.
PROGRAM OBJECTIVES
To produce Social Work Diploma graduates who will have the knowledge and skills needed to:
• Practise generalist social work with peoples from culturally diverse backgrounds, while maintaining a strong sense of professional values and ethics.
• Provide leadership in social change processes, using team work, community development and conflict resolution skills.
• Be a self-directed, self-motivated and life-long learner with a questioning mind and a familiarity with inquiry approaches to learning.
• Be self-reflective, self-aware and open to clinical supervision to continue learning.
• Create and influence the future of social work practice at a political, social and professional level by responding to and anticipating the changing needs of society.
• Meet the professional practice requirements as identified by the Association of Social Workers in Northern Canada (ASWNC), the Canadian Association of Social Workers (CASW) and the Canadian Association of Social Work Educators (CASWE).

COMPLETION REQUIREMENTS
Students are required to successfully complete all program courses and assignments. The pass mark for all courses is 50%. However, students must maintain a grade point average of 70% across all Social Work courses in order to be eligible for practicum placements. This is congruent with the requirements of the University of Regina.

The diploma program must be completed within five Years of commencing studies. This is congruent with the requirements of the University of Regina.

DOCUMENT OF RECOGNITION
Aurora College Diploma in Social Work
University of Regina Certificate in Social Work

CURRICULUM
287-100 Foundations in Social Work
287-202 Critical Issues/Critical Thought
287-346 Social Work Practice I
287-389 Cultural Competence for Northern Social Work Practice
287-390 Communication Skills in Social Work Practice
287-352 Cultural Camp
035-211 Indigenous Peoples of the NWT
193-290 General Psychology
287-109 Critical Reading and Writing I (ENGL 100)
287-110 Critical Reading and Writing II (ENGL 110)
287-347 Social Work Practice II
287-348 Social Work Practicum I
287-350 Anti-Oppressive Social Work Practice (SW 350)
287-469 Social Policy (SW 469)
287-414 Child Welfare Practice (SW 414)
287-448 Social Work Practicum II

Elective/Additional Courses toward a Bachelor of Social Work
287-421 Human Development in a Social Context
287-440 Counselling Theories and Skills
287-451 Social Work Research
287-460 Ethics in Social Work
PERSONAL SUPPORT WORKER

PROGRAM DESCRIPTION
The Personal Support Worker program prepares people to work in a variety of community health care settings. Personal Support Workers work closely with people, helping them where they live. They are part of a health care team that includes nurses, physicians, occupational therapists, physiotherapists and others. The support worker promotes and maintains physical, psychological, and social well-being.

Graduates may seek employment with home care services, elders’ homes, group homes, daycares working as an aide with special needs children, long term care units or under the supervision of the health centre staff providing support to the community.

PROGRAM ELIGIBILITY
Applicants to the program must meet the following criteria:
• Be 18 years of age or older
• Have successfully completed Grade 10 or ALBE English 140 or undergo an Aurora College placement test
• Provide a criminal record check
• Provide proof of current immunization status
Mature students with relevant work experience will be considered on an individual basis and may be required to complete a prior learning assessment process.

APPLICANT ASSESSMENT
Applicant will be assessed against the program eligibility criteria.

PROGRAM ADMISSION
Students must meet program eligibility requirements.
Personal Support Worker practice is often mentally, interpersonally, and physically demanding. Persons who are pursuing a career in this area need to meet certain requirements, including physical fitness, and demonstrate that they are of good character. Students must be able to: stand and maintain balance, move within limited spaces, push and pull, perform repetitive movements, perform complex sequences of hand-eye coordination, bend, reach, lift, walk, climb, carry objects, and show manual dexterity. In the practice area, students must be able to function in the presence of common and unavoidable hazards such as noxious smells, disease agents, distractions, noise, chemicals, and the unpredictable behaviour of others. (CRNBC, p.3)


PROGRAM OBJECTIVES
Upon completion of the program students will have the knowledge and skills needed to:
• Under supervision, assess, plan, implement and evaluate care for people and families in the community;
• Safely apply the knowledge and skills from the program in the practical area;
• Demonstrate organizational and time management skills;
• Practise in a safe, ethical and legally responsible manner;
• Integrate traditional knowledge in the care giving setting;
And will have:
• Obtained CPR certification for infants, children and adults; and
• Obtained Standard First Aid Certification

COMPLETION REQUIREMENTS
Students are required to complete all courses, practicums and assignments of the program.

DOCUMENT OF RECOGNITION
Aurora College Certificate

CURRICULUM
159-101 Personal Support Worker Role
159-102 The Care Environment
159-103 Lifespan Growth and Development
159-104 Personal Care I
159-105 Personal Support Worker Practicum I
159-111 Nutrition
159-112 The Human Body and Common Illnesses
159-121 Working in a Challenging Environment
159-201 Personal Care II
159-205 Personal Support Worker Practicum II
159-130 Communications and Personal Development
159-125 Personal Support Worker Practicum III

Post Certificate
159-110 Pharmacology for Personal Support Workers

*Note: Students must be certified in CPR and basic first aid prior to enrolling in Practicum 1*
POST GRADUATE CERTIFICATE IN REMOTE NURSING

PROGRAM DESCRIPTION
The Post Graduate Certificate in Remote Nursing Program prepares Registered Nurses (RNs) to function in expanded nursing practice roles in northern remote areas. Graduates of this program are expected to demonstrate excellence in primary care and primary health care competencies in order to provide safe, high quality care for residents in remote communities. The underlying theme throughout the program is the development of clinical reasoning and decision-making skills within the framework of a primary health care philosophy. The foundation of the program is the development of expertise in advanced health assessment skills and differential diagnosis. Courses in advanced pharmacology and therapeutics build on this expertise to address health care concerns of patients across the lifespan. This program will prepare the RN to deal with common health care concerns as well as to provide initial urgent/emergent care. Consideration of culture and community and the unique aspects of care delivered in geographical isolation are inherent throughout the program. Instruction includes the RN’s responsibilities for health promotion, screening, and monitoring the needs of individuals, families, and communities. This program presents the territorial/provincial and federal legislative practice parameters for RNs in an advanced nursing practice role. The legal implications of RN’s working in an expanded practice role are examined.

PROGRAM ELIGIBILITY
Applicants must:
• Be Registered Nurses
• Have digital connections which allow electronic access to faculty, library resources and the internet
• Have access to a practicum site with a qualified preceptor

APPLICANT ASSESSMENT
Applicants must submit:
• An Aurora College Application Form
• Proof of current Canadian RN registration
• Prior to commencing the clinical experience, the student must submit a criminal record check and proof of current immunization status.

PROGRAM ADMISSION
There are limited seats available. RNs registered in the Northwest Territories will receive priority. Program delivery is dependent upon sufficient numbers.

PROGRAM INFORMATION
The Post Graduate Certificate in Remote Nursing Program is a 15-credit, 10 month program which prepares Registered Nurses to function in advanced practice settings in remote areas. The program is delivered primarily by distance with an on-site component.

PROGRAM OBJECTIVES
The purpose of this program is to provide education to enable Registered Nurses (RNs) to transition into the expanded practice role.

Upon completion of the program graduates will have the knowledge, skills, attitudes and judgement needed to:
• Practice primary health care in a remote community health care setting.
• Provide safe care that involves skills grounded in professional, ethical, and legal standards.
• Perform advanced health assessments.
• Diagnose and manage common and urgent/emergent health problems.
• Use jurisdictional formulary and clinical guidelines appropriately to support practice.
• Work independently, and in collaboration with members of the health care team and community to treat patients and to promote the health of the community.
• Provide an environment of cultural safety for patients.

Completion Requirements
Students are required to successfully complete all courses in the program.

DOCUMENT OF RECOGNITION
Aurora College Post Graduate Certificate in Remote Nursing

CURRICULUM
158-001 Expanded Nursing Practice
158-002 Advanced Health Assessment & Differential Diagnosis
158-003 Practicum I
158-004 Pharmacotherapeutics
158-005 Diagnosis & Therapeutics
158-006 Practicum II

Experienced Registered Nurses may apply for prior learning and recognition assessment (PLAR) as per Aurora College Policy C.03. All applications for PLAR will be assessed on an individual basis. Contact the College for more information.
SCHOOL OF TRADES, APPRENTICESHIP AND INDUSTRIAL TRAINING

APPRENTICESHIP PROGRAMS 74
HEAVY EQUIPMENT OPERATOR 75
UNDERGROUND MINER TRAINING 77
INTRODUCTION TO UNDERGROUND MINING 78
BUILDING TRADES HELPER 79
APPRENTICESHIP PROGRAMS

Offered at Thebacha Campus

GNWT Department of Education, Culture and Employment (Apprenticeship Division) in cooperation with Aurora College (Thebacha Campus) offer the following Apprenticeship training programs on an on-going basis:

- Carpenter
- Electrician (Construction)
- Heavy Equipment Technician
- Housing Maintainer
- Plumber/Gasfitter
- Oil Burner Mechanic (TQ)

All apprenticeship entrance requirements are set by the Apprenticeship Division and these, as well as complete course outlines, are available from Apprenticeship Training offices.

Apprenticeship is the method of gaining training and knowledge through working in a chosen profession and attending formal training on a yearly basis. For most trades this means finding a willing employer who will employ an individual as an apprentice for on-the-job training, supplemented by eight weeks of technical training at an educational institution each year.

To apply, or for further information, contact your regional Department of Education, Culture and Employment Service Centre:

- **Beaufort Delta ECE Service Centre**
  - Inuvik (867)777-7365
- **Deh Cho ECE Service Centre**
  - Fort Simpson (867)695-7338
- **North Slave ECE Service Centre**
  - Yellowknife (867)766-5100
- **Sahtu ECE Service Centre**
  - Norman Wells (867)587-7157
- **South Slave ECE Service Centres**
  - Fort Smith (867)872-7425
  - Hay River (867)874-5050
HEAVY EQUIPMENT OPERATOR

Full-time Program offered at Thebacha Campus.
Part-time Program offered at other locations.

PROGRAM DESCRIPTION
Aurora College offers three programs in the Heavy Equipment Operator field.

Heavy Equipment Operator Program
In this full 15-week program, students receive compulsory/core training in first aid, introduction to heavy equipment operation, introduction to the knowledge and use of heavy equipment, introduction to equipment systems, preventative maintenance procedures, interpretation of construction surveys, and air brake systems. This program also includes 185 hours of training on each of two pieces of heavy equipment (crawler, motor grader, front-end loader, track excavator swing rig, Class 3 tandem axle dump truck, or Class 1 tractor tri-axle side dump).

Abridged Heavy Equipment Operator Program
This 8-week program offers the same compulsory/core training as the full-length program, but students will receive 185 hours of training on one (as opposed to two) piece of heavy equipment.

Introduction To Heavy Equipment Operator Program
This 9-week program offers the same compulsory/core training as the full-length program. Students will receive 100 hours of training on each of two pieces of equipment.

PROGRAM ELIGIBILITY
The eligibility requirements for all three heavy equipment operator programs are the same. Applicants must meet the following criteria:
• Be 18 years of age or older;
• Have Grade 9 level of reading, writing and mathematics (ALBE English 130 and ALBE Math 140);
• Be fluent in English;
• Possess a valid Class 5 Driver’s License prior to entry into the program. A temporary Class 5 Driver’s License is not acceptable.
• Submit a current driver’s license abstract (can be obtained from the GNWT Department of Transportation and Vehicle Licensing Office).

Based on screening in the above areas, applicants will be advised if they are “conditionally accepted”.

If applicants are “conditionally accepted” into the program, they must also:
• Pass a Class 3 or Class 1 NWT Driver’s Medical.

NOTE 1. Applicants are not required to obtain a medical for their initial application. After screening, applicants who will be training on Class 1 or Class 3 equipment, will be advised to pass a Class 1 or Class 3 Driver’s Medical in order to become fully accepted in the program.

NOTE 2. For entry into the HEO program, either a Class 1 or Class 3 Driver’s Medical is acceptable. The criteria for both medicals are similar, so it may be advantageous for a student to get a Class 1 Driver’s Medical if they anticipate pursuing a Class 1 License in the future.

APPLICANT ASSESSMENT
Applicants will be assessed based on the program eligibility.

PROGRAM ADMISSION
Applicants will be admitted to this program based on the eligibility requirements and the applicant assessment results.

PROGRAM INFORMATION
Students must bring clothing suitable for outside equipment operation. Students must also possess and wear proper protective footwear, CSA-approved Class 2 coveralls, or standard coveralls. Headgear, safety vest, and safety glasses are available for purchase from the College. All required manuals for the course are provided by the College. Attendance for all courses is compulsory.

PROGRAM OBJECTIVES
Upon completion of the program, students will be able to:
• Competently and safely operate specific pieces of equipment at a basic entry level for employment;
• Perform required safety checks and maintenance on the equipment;
• Perform basic construction procedures associated with the equipment;
• Describe the workings of a vehicle’s systems; and
• Describe and demonstrate the attributes required by employers of heavy equipment operators.
COMPLETION REQUIREMENTS
Students must successfully complete the compulsory/core and operational courses in their respective program as well as demonstrate acceptable life skills such as punctuality, attendance and professional attitude. Students must demonstrate, to the satisfaction of the instructors, that they are safety-minded and capable operators on each of the pieces of equipment they were trained on.

Students must pass all courses in their respective program in order to complete the program and be awarded the appropriate Aurora College Record of Achievement.

DOCUMENT OF RECOGNITION
Heavy Equipment Operator Program
Aurora College Record of Achievement

Abridged Heavy Equipment Operator Program
Aurora College Record of Achievement

Introduction to Heavy Equipment Operator Program
Aurora College Record of Achievement

PROGRAM(S) LENGTH/DURATION
Heavy Equipment Operator Program
75 days (15 weeks)

Abridged Heavy Equipment Operator Program
40 days (8 weeks)

Introduction to Heavy Equipment Operator Program
46 days (9 weeks)

CURRICULUM

COMPULSORY/CORE TOPICS
All HEO students must successfully complete the following courses:
728-005 First Aid
728-101 Introduction to the Knowledge and Use of Heavy Equipment
728-102 Introduction to Equipment Systems Preventative Maintenance Procedures
728-104 Interpret Construction Survey Specifications
728-105 Dual Circuit 121 Air Brake Systems

In addition, students must successfully complete one or more courses in the Program in which they are enrolled, as specified below.

Heavy Equipment Operator Program
Students of the Heavy Equipment Operator Program must successfully complete two (2) of the following:
728-110 Introduction to Operating a Crawler Tractor
728-112 Introduction to Operating a Motor Grader
728-113 Introduction to Operating a Front End Loader
728-114 Introduction to Truck Driving – Class 3
728-115 Class 1 Driver Training
728-119 Introduction to Operating an Excavator

Abridged Heavy Equipment Operator Program
Students of the Abridged Heavy Equipment Operator Program must successfully complete one (1) of the following:
728-110 Introduction to Operating a Crawler Tractor
728-112 Introduction to Operating a Motor Grader
728-113 Introduction to Operating a Front End Loader
728-114 Introduction to Truck Driving – Class 3
728-115 Class 1 Driver Training
728-119 Introduction to Operating an Excavator

Introduction to Heavy Equipment Operator Program
Students of the Introduction to Heavy Equipment Operator Program must successfully complete two (2) of the following:

Operating Courses
(Note: Course selection may be limited by availability of equipment)
728-110 Introduction to Operating a Crawler Tractor
728-112 Introduction to Operating a Motor Grader
728-113 Introduction to Operating a Front End Loader
728-114 Introduction to Truck Driving – Class 3
728-115 Class 1 Driver Training
728-119 Introduction to Operating an Excavator

728-310 Introduction to Crawler Tractor Operation
728-312 Introduction to Motor Grader Operation
728-313 Introduction to Front End Loader Operation
728-314 Introduction to Class 3 Driver Training
728-319 Introduction to Operating an Excavator
UNDERGROUND MINER TRAINING

Offered At Yellowknife Campus

PROGRAM DESCRIPTION
This program is designed to provide students with the necessary knowledge and basic skills to consider a career as an underground miner. Course content focuses on mining equipment operation using both underground mining equipment and simulators. As well, underground mining methods, mine services, mine safety and mine rescue theory will be taught. The total of 360 hours will be covered in (12) weeks. Course delivery will have a theoretical and practical component. Students will be able to understand and experience many of the daily routines of an underground mining operation. Certificate training courses will also be presented for Standard First Aid & CPR ‘A’, WHMIS, and Mine Rescue - Theory.

PROGRAM ELIGIBILITY
Applicants wishing to enroll in this program must be 18 years of age. Individual assessments and interviews may be required. Successful completion of Program 765 Introduction to Underground Mining is a pre-requisite.

APPLICANT ASSESSMENT
Applicants:
• Must submit a resume;
• Must have Grade 9 or equivalent and must submit academic transcripts or ALBE upgrading transcripts; and
• May be required to complete an assessment test(s).

Applicants in possession of letters of intent from prospective employers will receive preference.

PROGRAM ADMISSION
Applicants will be admitted to the program based upon program eligibility, applicant assessment results and/or personal interviews.

PROGRAM INFORMATION
This 12-week program is designed to give students a thorough and comprehensive overview of underground mining operations with an emphasis on underground diamond mining. The course material will focus on underground mining careers with emphasis on underground mining equipment operation and mine safety. Experiential learning activities will form a key component of the program, including simulator and actual equipment operation. Students will learn how to work with a partner and as part of a team performing underground mine service duties. Attendance in both class and field activities is mandatory. Students will also receive industry recognized certificate training in First Aid & CPR “A”, WHMIS, and Underground Mine Rescue - Theory.

PROGRAM OBJECTIVES
The overall objective of the program is to provide participants with a thorough overview and understanding of the underground mining process, mine safety, mining methods and mining equipment operation. Instruction will be both theoretical and practical. Students will be exposed to “real life” situations by using available resources – underground mining equipment simulators, mining equipment, guest speakers from industry, field trips, classroom activities, etc. The objective is to produce job-ready, entry-level underground miner trainees.

COMPLETION REQUIREMENTS
Students must:
• Complete all assignments to the satisfaction of the instructors.
• Attend classes and adhere to both Aurora College and program specific policies.
• Successfully complete all Operator’s Manuals for underground equipment.

DOCUMENT OF RECOGNITION
Aurora College Record of Achievement

CURRICULUM
766-101 Underground Mining Methods
766-102 Mine Safety and Mine Rescue - Theory
766-103 Mining Equipment Simulator Operation
766-104 Mining Equipment Operation
766-105 Mine Services Training
INTRODUCTION TO UNDERGROUND MINING

PROGRAM DESCRIPTION
This classroom-based program is designed to provide students with an understanding of the importance of the mining industry in Canada and in particular underground mining operations. Students will learn the basics of underground mining and gain the necessary knowledge and understanding of the various duties and skills required of an Underground Miner. The program consists of the Ready to Work North course and six introductory courses related to underground mining operations: Introduction to Underground Mining Processes, Introduction to Ground Control, Introduction to Mine Safety, Introduction to Muck Handling, Introduction to Manual Drilling and Introduction to Mine Ventilation. The total of 180 hours will be covered in six weeks. Upon completion students will be able to confidently consider enrolling in the 12-week practical Underground Miner Training Program.

Note: These courses will be within the employment non-credit division.

PROGRAM ELIGIBILITY
Applicants wishing to enroll in this program must indicate an interest in working in the mining industry and in particular as an Underground Miner.

Note: Successful completion of the Ready to Work North course is mandatory for continuing with the 4 week mining related courses.

APPLICANT ASSESSMENT
Applicants:
• Must submit academic transcripts or ALBE upgrading;
• May be required to complete an Assessment test(s); and
• Must provide a current resume.

Applicants in possession of Letters of Intent from prospective employers will receive preference.

PROGRAM ADMISSION
Applicants will be admitted to the program based upon program eligibility, applicant assessment results and/or personal interviews.

PROGRAM INFORMATION
This six-week program is designed to give students a general overview of the mining industry with emphasis on underground mining operations and related careers. Successful completion of the Ready to Work North course (certificate) provides participants with transferable job readiness skills/attitudes/knowledge to seek and obtain employment. The introductory mining courses presented are related to mining processes in an underground mining operation and in particular the duties of an Underground Miner.

PROGRAM OBJECTIVES
The objective of the program is to provide an overview of the mining process and in particular underground mining operations. Students will learn about different mining methods used to extract minerals from the ground and gain a basic overview and knowledge of the skills required to be an underground miner. Instruction will be presented using non-technical language where possible and will cover the theoretical aspects of the skills required off an Underground Miner.

COMPLETION REQUIREMENTS
Students must:
• complete all assignments to the satisfaction of the instructors; and pass all exams with a minimum grade of 60%.
• attend all classes and adhere to both Aurora College and program specific policies.

DOCUMENT OF RECOGNITION
Aurora College Record of Participation

CURRICULUM
760-101 Ready To Work North
765-011 Introduction to Underground Mining Processes
765-012 Introduction to Mine Safety
765-013 Introduction to Ground Control
765-014 Introduction to Manual Drilling
765-015 Introduction to Muck Handling
765-016 Introduction to Mine Ventilation
BUILDING TRADES HELPER

PROGRAM DESCRIPTION
The Building Trades Helper program is a 12-week program that will prepare students for entry-level employment opportunities in the construction industry. Students will learn basic construction, renovation and maintenance tasks. These skills will enable students to assist trades people such as: carpenters, electricians, plumbers, drywallers, painters, and mechanical contractors.

PROGRAM ELIGIBILITY
Applicants wishing to enrol in this program must have: a desire to work in the Construction Industry, be physically fit and have good hand eye coordination.

Reference letters would be an asset.

APPLICANT ASSESSMENT
Applicants need to:
• Submit academic transcripts or ALBE upgrading; and
• Submit a letter of interest explaining the desire to enter the program.

PROGRAM ADMISSION
Applicants will be admitted to the program based upon program eligibility.

PROGRAM INFORMATION
The program duration is 12 weeks. Students will be learning the theoretical components in synchronization with the practical components. The most modern equipment will be used in the learning process and will be fully representative of the construction environment. The different courses will be sequenced to enable students to perform the practical component with the greatest possible ease.

PROGRAM OBJECTIVES
Upon successful completion of the program, the student will have:
• Determined his/her personal suitability for work and continued study in the trades sector;
• Gained knowledge and skills that will enhance his/her ability to function effectively within a construction setting.; and
• Developed valuable employment and study skills.

COMPLETION REQUIREMENTS
Students must successfully complete all assignments.

DOCUMENT OF RECOGNITION
Aurora College Record of Participation

CURRICULUM
760-101 Ready To Work North
760-102 Trade Foundation Skills
760-103 Introduction to Tools and Materials
760-104 Introduction to Carpentry
760-105 Introduction to Mechanical Systems
760-106 Introduction to Electrical Systems