Aurora College
ACADEMIC CALENDAR
2024-2025

COLLÈGE
AURORA
COLLEGE

Version 1.1, updated January 4, 2024

WELCOME FROM THE PRESIDENT

Welcome, and thank you for considering Aurora College for the next stage of your educational journey. In addition to the range of programming offered, we take pride in the many resources and services available at our campuses to support students academically, physically, culturally, and emotionally. We recognize how crucial those supports are to students' success and have worked hard to enhance the services we offer and identify any new student supports that may be needed.

Throughout our transition from a small adult vocational school in the 1960s to today's comprehensive post-secondary institution, Aurora College's mandate has been to offer programs and courses that meet the needs of Northerners and Canada's ever-changing northern labour market. We have helped prepare many thousands of Northerners for new careers, to further their education, and to become leaders in their communities and beyond. We are proud of that history, and continue in that tradition, offering a wide variety of educational choices that range from academic upgrading to certificates, diplomas, degrees, trades and industrial training, as well as short vocational and general interest Continuing Education courses.

Studying at Aurora College offers many benefits. Our three campuses and 19 Community Learning Centres offer Northerners the opportunity to stay close to home and start their learning journey with the support of their families and communities. Our small class sizes mean more one-on-one interaction with instructors for additional instruction, support and guidance to help you succeed. As a northern education institution, we strive to be responsive to different ways of being, knowing and learning in teaching and research. Respect for and inclusion of the NWT's Indigenous history, cultures, languages and traditions are central to Aurora College's operations and programs; we take an holistic approach to student support that acknowledges the importance of strong connections to community, lands, culture and family.

We have introduced new initiatives to make it easier to apply for programs at Aurora College. We no longer charge an application fee for NWT and Canadian applicants. As well, the application process has opened earlier so that potential students can know sooner whether they have been accepted, or if they need to meet additional pre-requisites or requirements. Receiving this information sooner allows students the time needed to obtain missing requirements and courses. Applying earlier improves a student's chance of being accepted into the program of their choice and into student housing while there is room available. Domestic applications for the 2024-2025 academic year are open November 1, 2023 to June 30, 2024. We hope you take advantage of these initiatives to get your applications in early.

We are currently revamping our processes and requirements for International Students. We offer a limited number of seats in select programs to international students each year; please check out the International Students page on our website for the most up-to-date information.

Looking forward, and building on our past, Aurora College is on an exciting journey to transform into an effective, efficient and sustainable polytechnic university. This will further increase access to post-secondary education and training opportunities for NWT residents to help reach their education and career goals. There will be a place for every resident who seeks an opportunity to further their skills, knowledge and abilities through post-secondary education. This means meeting learners where they are in their educational journey – and being supportive through the entire journey – from applying to a program offered by a Community Learning Centre or Campus right through to employment success. The success of Aurora College and the success of students will be one in the same. Success here can also serve as a bridge to programs at other post-secondary institutions across Canada and around the world. NWT residents will be able to take advantage of learning opportunities close to home that will also qualify them for opportunities far beyond our borders. We look forward to you joining us on this journey.

Dr. Glenda Vardy Dell,
President,
Aurora College

2024-2025 AURORA COLLEGE ACADEMIC CALENDAR

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. Students benefit from the College's small class sizes, which ensure individual attention from instructors.

Historically, this land has been a place of hunting, harvesting and trading for the Chipewyan, Cree, Gwich'in, Inuit, Inuvialuit, Métis, North Slavey, South Slavey and Tłı̨chǫ peoples. Aspects from this diverse cultural history have been incorporated into programs of study including the Education, Business, Developmental Studies, Environment and Natural Resources Technology, and Health Care programs. The School of Trades, Apprenticeship and Industrial Training reflects the needs of our modern North, ensuring our graduates are well prepared for employment in the current and future economies.

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 hands-on experience, incorporating both the rich Traditional Knowledge and cultures of the north and the most up-to-date knowledge, theory, theoretical and practical 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.

In addition to the programs outlined in this calendar, Aurora College offers a large selection of non-credit and Continuing Education courses and workshops through our three campuses and 19 Community Learning Centres.

VISION

Through the transformation of Aurora College into a polytechnic university, we will establish a university in the North and for the North that creates equitable opportunities for residents across the Northwest Territories to reach their full potential.

MISSION

Demonstrate leadership in the delivery of relevant and meaningful education and research rooted in strong connections to Northern land, tradition, community and people.

VALUES

RESPECT
We care for one another and foster relationships based on trust, respect and fairness. We respect others and the land, water, air and animals.

INCLUSIVENESS AND DIVERSITY
We foster a culture of equity and inclusion that celebrates different ways of being, knowing and doing.

INNOVATION
We inspire and nurture innovative thinking, continuous discovery and creative expression.

ACADEMIC INTEGRITY
We hold ourselves to high standards of ethical behaviour and take responsibility for our actions. We recognize and protect the right of the individual to search for knowledge, wherever knowledge is to be found.

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CONTACT

Aurora College delivers programs at three campuses, 19 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
Toll free: 1-866-266-4966 ● **Fax:** (867) 777-2850

Thebacha Campus
50 Conibear Crescent ● Box 600, Fort Smith, NT X0E 0P0
Toll free: 1-866-266-4966 ● **Fax:** (867) 872-4511

Yellowknife North Slave Campus
5004-54th Street - Northern United Place
Bag Service 9700, Yellowknife, NT X1A 2R3
Toll free: 1-866-266-4966 ● **Fax:** (867) 873-0333

Community Learning Centres

Aklavik	867-978-2224 / 2460 Fax
Behchokǫ̀	867-392-6082 / 6366 Fax
Délı̨nę	867-587-3701 / 4036 Fax
Dettah/Ndilǫ	867-920-2003 / 873-2583 Fax
Fort Good Hope	867-598-2270 / 2744 Fax
Fort Liard	867-770-3064 / 3064 Fax
Fort McPherson	867-952-2551 / 2647 Fax
Fort Providence	867-699-3231 / 4305 Fax
Fort Resolution	867-394-5401 / 3181 Fax
Fort Simpson	867-695-7344
Hay River	867-874-6455
Kátł'odeeche	867-874-3107
Łutselk'e	867-370-3013 /3013 Fax
Norman Wells	867-587-7154 / 2117 Fax
Tsiigehtchic	867-953-3036 / 3038 Fax
Tuktoyaktuk	867-977-2328 / 2275 Fax
Tulit'a	867-588-4313 / 4714 Fax
Ulukhaktok	867-396-4213 / 4312 Fax
Whatì	867-573-3084 / 3085 Fax

AURORA RESEARCH INSTITUTE

The Aurora Research Institute (ARI) is the research and scientific arm of Aurora College. ARI operates three research centres: 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:

- 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 Indigenous 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:

Western Arctic Research Centre..Box 1450 Inuvik, NT X0E 0T0
Phone: (867) 777-3298 ● **Fax:** (867) 777-4264

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

North Slave Research Centre.. 5004-54th Street, Bag Service 9700 Yellowknife, NT X1A 2R3
Phone: (867) 920-3062 ● **Fax:** (867) 873-0358

STUDENT INFORMATION

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 Community Learning Centre locations, Student Services, and contact information. Use this calendar for ideas and inspiration. Discover what you can do and how far you can go. Your future is closer than you think!

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

Some Aurora College programs (including health, education and Office Administration) have mandatory practicums with external partners. COVID-19 and other vaccination policies and guidelines have been developed by our practicum partners, which Aurora College students and faculty must follow in order to participate with those partners.

The information presented in this calendar is prepared in advance of the academic year for which it is intended to provide guidance, and students are advised that the information 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 visit our website or contact the nearest Campus to confirm the delivery of their program of choice.**

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.

General Studies, Bachelor of Education (BEd) and Bachelor of Social Work (BSW)

We plan to introduce Bachelor of Education and Bachelor of Social Work degrees beginning in Fall 2026. In anticipation of these programs, we are offering two years of General Studies beginning in Fall 2024, which will provide students with up to 2 years of transferable university credits. General Studies will prepare students to enter the BEd and BSW programs. We are also working to secure transfer agreements with other institutions to recognize credits earned through General Studies. General Studies is also a great option for students looking to begin university studies who are not yet sure what their area of focus will be. Students in General Studies will be able to take a variety of courses in different areas of study.

Admission Requirements

Admission requirements vary from one program to another. Check the detailed program sections of this calendar for program-specific admission requirements.

Academic Schedule

The dates listed are guidelines. Please contact the appropriate Campus for exact start and end dates. **Applications for 2024-2025 are open November 1, 2023 to June 30, 2024* .**

* International Student applications are open November 1 - December 18, 2023.

Summer Term 2024
July 1	Holiday - Canada Day
Beginning of July	Summer term begins
August 5	Holiday - Civic
Mid August	Summer term ends

Fall Term 2024
July 15	Online Fall Registration opens
August 26	Fall term begins
September 2	Holiday - Labour Day
September 6.	Fall Registration closes
September 6	Add/drop course deadline
September 30	Holiday - Truth and Reconciliation Day
October 1	Course Withdrawal (50% refund, no academic penalty)
October 14	Holiday - Thanksgiving
October 21	Course Withdrawal (no refund, no academic penalty)
November 11	Holiday - Remembrance Day
November 12-15	Fall Reading Week
December 18	Fall term ends

Winter Term 2025
November 18	Online Winter Registration opens
January 6	Winter term begins
January 17	Add/drop course deadline
January 17	Winter Registration closes
February 7	Course Withdrawal (50% refund, no academic penalty)
February 25	Course Withdrawal (no refund, no academic penalty)
March 10-14	Winter Reading Week
April 18	Holiday - Good Friday
April 21	Holiday - Easter Monday
April 25	Winter term ends

Spring Term 2025
April 7	Online Spring Registration opens
May 5	Spring term begins
May 9	Add/drop course deadline
May 9	Spring Registration closes
May 19	Holiday - Victoria Day
May 22	Course Withdrawal (50% refund, no academic penalty)
May 30	Course Withdrawal (no refund, no academic penalty)
May 30, June 6, June 13	Convocation Ceremonies
June 23	Holiday - National Indigenous Peoples Day (observed)
June 28	Spring term ends

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 enrolment in Adult Literacy and Basic Education or preparatory programs or courses.

FEES

Application Fee

There will be no application fee for 2024-2024 programs.

Tuition Fees - Domestic Students

Tuition fees for 2024-2025 academic year are currently under review. All fees are payable in advance and subject to change.
$365.00 per course up to two courses
$1800.00 per term
$2400.00 per delivery for Heavy Equipment Operator program
$2400.00 for first term of first year ENRTP
(Field camp cost is $1060 for part-time only)
Adult Literacy and Basic Education (ALBE) students do not pay tuition or student fees.

Transfer Credit Fees

Some programs have transfer agreements with other universities and/or course work required from other institutions (e.g. Business Administration, Nursing).

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.

Additional Fees

Aurora College charges the following additional fees:

Technology Fee – This fee provides you with access to several online and computer software tools. For example, @myauroracollege.ca email, Microsoft Office 365 (Word, Excel, PowerPoint, etc.), Microsoft Teams, Grammarly, EBSCO online library search and more.
Recreation Fee – This fee helps to provide different types of activities and events at each campus. You are encouraged to get involved in activities on campus and online.

Student Association Fee – This fee is collected by Aurora College on behalf of your Student Association. Each local Student Association hosts different activities and events on campus. Get involved with your Student Association.

(Prices listed are per term)

Fall/Winter	Full-Time	Part-Time
Student Association Fee	$25	$10
Recreation Fee	$25	$25
Technology Fee	$100	$100

Off-Campus Programs	
Technology Fee	$100

Spring	Full-Time	Part-Time
Student Association Fee	0	0
Recreation Fee	$25	$25
Technology Fee	$100	$100

Trades & Programs 2 Months or Shorter	
Student Association Fee	$10
Recreation Fee	$25
Technology Fee	$100

Programs Longer Than 2 Months	
Student Association Fee	$25
Recreation Fee	$25
Technology Fee	$100

As and When Required		
Duplicate Documents of Recognition	$50	
NSF Cheques	$25	
Invigilation Fee	$50/First 3 hours	$20/per additioal hour

Books and Materials

Contact your campus or Community Learning Centre for program-specific fees relating to books and materials. Textbooks for the ALBE program are provided free of charge. For more information, send an email to textbook@auroracollege.nt.ca.

STUDENT HOUSING

Aurora College provides a selection of housing for both single students and those with families. Housing assignments are only for the program year, and all students must reapply each year for student housing. Applications are made through the campus housing office. Applications received prior to March 31 will receive consideration based on the priorities identified on our website.

To be eligible for housing, students must be registered as a full-time student in a full-time program. Full-time students registered in long-term programs have priority for student housing. Housing is assigned according to priorities after March 31.

Demand for housing often exceeds our capacity. Apply early and contact our housing office for alternative options.

Types of Units
Aurora College Housing features a variety of units ranging from shared accommodation, to dorms, apartments and row houses. Availability of units vary between campuses.

Aurora Campus – Dorms, 2 bedroom apartments and 3 bedroom row houses.

Thebacha Campus – Breynat Hall (dorms), Grande DeTour (1 and 2 bedroom), Thebacha Kue (2 bedroom), Aurora Gardens (3 and 4 bedroom), houses (3 and 4 bedroom).

Yellowknife North Slave Campus – Northern United Place (Bachelor, 1-5 bedroom), Nova Court (1 and 2 bedroom), Beck Court (2 bedroom).

Rent and Laundry
Rent in Aurora College student housing is billed monthly.

Some units include laundry and others have coin-operated laundry machines. If your unit includes laundry, your rent will include either a $20/month or $30/month amount for the cost of the laundry. The cost of coin-operated laundry machines is based on a per load fee and varies in different locations. When you are notified about your residence placement, you will also be informed whether laundry is or is not included.

Rules and Policies
Only full-time Aurora College students are eligible for student housing, although exceptions may be made. A full-time student is a person enroled in a post-secondary program taking a minimum 60 percent of a 100 percent course load, or a person with a permanent disability taking a minimum 40 percent of a 100 percent course load. Residents, their families, and their guests are expected to follow Aurora College bylaws and rules. Failure to follow the rules will result in a violation warning and possible eviction. Please review **Policy D Student Affairs - D.05 Student Housing** on our website.

Priority
Student housing is assigned to returning, out-of-town students who are enroled in multi-year programs (i.e. diploma or degree programs) first. After these returning student housing assignments are complete, other new and returning housing applications are considered. An out-of-town applicant is an NWT resident who, at the time of application, is resident in a community located 40 kilometres or more from the community where the person will be attending Aurora College. Please review the criteria and priorities for student housing assignments on the residence page of our website. Only applications received by the priority deadline [March 31] will receive consideration for priority placement. Applying later can affect your chances of getting housing.

More Information
Please check out the Student Housing page on our website for more complete information. You can also contact residence by emailing: **residenceIN@auroracollege.nt.ca** (Aurora Campus, Inuvik), **residenceFS@auroracollege.nt.ca** (Thebacha Campus, Fort Smith), or **residenceYK@auroracollege.nt.ca** (Yellowknife North Slave Campus, Yellowknife).

HOW TO APPLY

Applications for 2024-25 programs are open as of November 1, 2023. Completed applications will be reviewed as quickly as possible to provide timely responses to students. Applying to Aurora College for most programs is completed online through our website. Application deadline is June 30, 2024 for domestic students for most programs. For help with Student Financial Assistance, please contact the **Department of Education, Culture and Employment** toll-free at **1-800-661-0793** if you are a Northwest Territories resident. Out of territory students should contact the Student Financial Assistance office in their province or territory for information and to apply for financial aid.

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. All required documents may be uploaded with your application, so please have your electronic copies ready when you apply. They can also be emailed to your campus admissions office.

After you apply
You will receive an email acknowledging that your application has been received and requesting any additional information or documentation that maybe required. You will be contacted if an interview is needed. Some programs require interviews while others do not.

You will be notified via email when you are:
- accepted, with information on how to proceed with registration;
- not accepted, but recommended for another field of study at Aurora College; or
- not accepted, with an explanation.

This chart outlines residence fees (Fees are subject to change)

Type of Unit	Monthly Rent	Monthly Laundry	Monthly Total	2 Month Total	4 Month Total	5 Month Total
Single Student Unit w/laundry	$350	$20	$370	$740	$1,480	$1,850
Single Student Unit w/o laundry	$350	Coin Laundry	$350	$700	$1,400	$1,750
Bachelor Unit w/o laundry	$525	Coin Laundry	$525	$1,050	$2,100	$2,625
One Bedroom Unit w/laundry	$600	$20	$620	$1,240	$2,480	$3,100
One Bedroom Unit w/o laundry	$600	Coin Laundry	$600	$1,200	$2,400	$3,000
Two Bedroom Unit w/laundry	$650	$30	$680	$1,360	$2,720	$3,400
Two Bedroom Unit w/o laundry	$650	Coin Laundry	$650	$1,300	$2,600	$3,250
Three + Family Unit w/laundry	$775	$30	$805	$1,610	$3,220	$4,025
Three + Family Unit w/o Laundry	$775	Coin Laundry	$775	$1,550	$3,100	$3,875

INTERNATIONAL STUDENTS

Current information is available on our website:
https://www.auroracollege.nt.ca/future-students/international-students/

CONTINUING EDUCATION

To find out what courses are currently being offered online or at a campus near you, visit the Aurora College website at www.auroracollege.nt.ca. Under *Explore Programs* click the *Continuing Education* button to get to our main page, then click the arrow next to *Continuing Education* to see each campus's listings. Or contact us directly at:

Aurora Campus
Coordinator, Continuing Education
Phone (867) 777-7816
Fax (867) 777-2850

Thebacha Campus
Coordinator, Continuing Education
Phone (867) 872-7507
Fax (867) 872-4511

Yellowknife North Slave Campus
Coordinator, Continuing Education
Phone (867) 920-8802
Fax (867)873-0333

Customized Training

The Continuing Education office 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. Training is delivered 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.

Continuing Education Courses

Courses in the following categories may be offered at the Campus near you.

• Business Development
• Computer Training
• Finance and Accounting
• General Interest
• Personal Skill Development
• First Aid/CPR
• Project Management
• Leadership

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

PARTNERSHIPS

Aurora College works with Indigenous, municipal, territorial, and federal governments; business, 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 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 some of the organizations with which Aurora College has current transfer agreements. Some courses in the listed programs may not be transferable under existing agreements. Additional transfer arrangements may be in place.

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 (BSc Environmental Science)
• University of Northern British Columbia (BSc Natural Resources Management)

Business Administration Diploma

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

Bachelor of Science In Nursing

• University of Victoria

Early Learning and Child Care Diploma

• University of Alberta (BEd - Elementary Education)

Most Programs*

• Nunavut Arctic College
• Yukon University

* 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 universities 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/ north2north

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. 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. The overall goal is to create a strong, sustainable circumpolar region by empowering northerners and northern communities through education and shared knowledge.

Aurora College students are eligible to apply through UArctic north2north mobility to do a semester abroad or participate in a field school at another UArctic institution. The Canadian north2north program funding is administered by Yukon University but is open to Aurora College post-secondary students.

AURORA COLLEGE POLICIES

Aurora College has many policies guiding its operations. As we proceed with the transformation into a polytechnic university, we are creating new policies and reviewing alll of of our current policies. Please check the Aurora College website in the About Us section for the most up-to-date policy information. Important topics covered include:

Policies

B.18	Copyright
C.02	Course and Program Attendance
C.03	Recognition of Prior Learning
C.05	Academic Standing
C.12	Admissions and Registration
C.13	Course Extensions
C.15	Academic Integrity
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C.30	Student Withdrawal
C.48	Transcripts
C.49	Program Completion Grace Period
C.50	Academic Freedom
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D.17	Student Conduct
H.08	Vehicle Use
I.02	Research Administration
I.03	Integrity in Scholarship and Research
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I.05	Care of Animals in Teaching and Research
i.06	Intellectual Property
J.01	Program/Course Withdrawal Tuition Refund
J.02	Fees
J.04	Student Financial Credit

Support for Students with Disabilities (Policy D.14)

Aurora College recognizes its obligations to ensure that its programs and services are available to students with disabilities. College staff share a responsibility to accommodate students with disabilities. Applicants/students are responsible for notifying the College of their disability.

Student Conduct (Policy D.17)

Aurora College is committed to establishing and sustaining a positive and dynamic learning and working environment within our diverse college community. Aurora College protects the safety, security, and reputation of the College by requiring high standards of respectful and responsible behaviour from students at all times. Actions of all students are expected to exemplify our values of respect, inclusiveness and diversity, innovation, and academic integrity. Alleged incidents of academic and non-academic misconduct are investigated and resolved in a manner that is transparent, fair, and timely.

YOUR RIGHTS AND RESPONSIBILITIES AS AN AURORA COLLEGE STUDENT

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 policies that govern student conduct, academic standards, and student appeals. Additional policies and procedures deal with the administration and operation of the College. Key elements of the policies are outlined below. The complete and current versions are available through the Campus Admissions Office, your local Community Learning Centre, and online at www.auroracollege.nt.ca

Note: Aurora College is revising its policies and procedures as part of the transformation of Aurora College to a polytechnic university.

RECOGNITION OF PRIOR LEARNING (POLICY C.03)

Applicants and students may be awarded prior learning credit (up to 50 percent of a total program or course requirement) through Recognition of Prior Learning (RPL). RPL may be through transfer credit as well as non-formal and informal prior learning assessment.

Students must submit a transfer credit application to the Office ofthe Registrar as soon as possible, once admitted to the program. Applicants with a post-secondary undergraduate credential or a vocational certificate or diploma from a recognized institution may be considered for block credit.

Individuals can submit an application for credit for informal or non-formal learning recognition at any time once they are admitted into a program or at any time before the midpoint of the course for which they are seeking credit. RPL assessment methods include examinations (challenge exams or standardized tests) and compentency-based assessments (portfolios, demonstrations, interviews, etc.).

REGISTRATION (POLICY C.12)

You must be registered to participate in a course or program.
- You must pay your tuition fees in full by the end of the registration period or have alternate arrangements made with the College.
- You may not register in subsequent terms until all accounts with the College have been settled or a repayment plan has been approved by the Chief Financial Officer or designee.
- 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 Continuing Education courses, workshops and seminars are available from the Continuing Education Office at each campus.
- You are responsible for notifying the Office of the Registrar in writing of any changes of email, mailing 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 Head 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 they withdraw prior to the completion of one half 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 their academic performance is significantly affected by extenuating circumstances.

ASSESSMENT AND GRADING (POLICY C.25)

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 program outlines, the course outline and course syllabus. 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 program outlines, course outlines, and syllabi.

POLICY AND QUICK REFERENCE

Topic	Policy
Academic misconduct/dishonesty	Policy C.15 Academic Integrity
Academic performance standards	Policy C.25 Assessment and Grading
Academic probation	Policy C.05 Academic Standing
Accommodating disabilities	Policy D.14 Support for Students with Disabilities
Appeals	Policy D.01 Student Appeals
Attendance	Policy C.02 Course and Program Attendance
Copyright	Policy B.18 Copyright
Course extensions	Policy C.13 Course Extensions
Extending my lease	Policy D.05 Student Housing Intake
Eviction from housing	Policy D.17 Student Conduct
Financial credit	Policy J.04 Student Financial Credit
Harassment	Policy E.07 Discrimination, Harassment, and Violence
Non-academic misconduct	Policy D.17 Student Conduct
Plagiarism (Academic Misconduct)	Policy C.15 Academic Integrity
PLAR	Policy C.03 Recognition of Prior Learning, C.03.1 Informal and Non-formal Learning Procedure
Staying in housing for more than one year	Policy D.05 Student Housing intake
Student conduct	Policy A.02 Code of Ethics; Policy C.15 Academic Integrity; Policy D.17 Student Conduct; Policy E.07 Discrimination, Harassment, and Violence
Student fees	Policy J.02 Fees
Summer housing	Policy D.05 Student Housing Intake
Summer storage	Policy D.05 Student Housing Intake
Transfer Credit	Policy C.03 Recognition of Prior Learning, C.03.2 Transfer Credit Procedure
Tuition Fees	Policy J.02 Fees
Unsatisfactory academic performance	C,05 Academic Standing
Withdrawing from program/course	Policy C.30 Student Withdrawal

GRADING OF COURSES (PROCEDURE C.25.1)

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.

Grade Point Average*

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

$$\frac{\text{Total Grade Points}}{\text{Total Credits}} = \text{GPA}$$

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.

Grading System

Grade	Mark	Pt. Value
A+	97-100	4.00
A	90-96	3.90
A-	83-89	3.70
B+	77-82	3.30
B	70-76	3.00
B-	66-69	2.70
C+	62-65	2.30
C	58-61	2.00
C-	54-57	1.70
D	50-53	1.00
F	0-49	0.00

*This calculation is done on an ongoing basis for the entire program (cumulative grade point average) but can be manually calculated on a term by term basis. This grade point average calculation is used to determine: a) eligibility for some awards and scholarships; b) progression to the next term or year of study; c) if program honour requirements have been met; d) if transfer requirements to other colleges have been met.

GPA Calculation Example

Course #	Grade	Mark	Points	Credits	Grade Points
020-107	B-	67	2.70	3	8.1
020-213	B+	79	3.30	3	9
020-215	A-	84	3.70	3	11
			Total:	9	29.1
			29.1	÷9	=3.23 GPA

ACADEMIC STANDING (POLICY C.05)

This policy applies to programs for which academic standing needs to be a criterion for remaining enroled. It also applies to students accepted into a program on a probationary basis. Academic standing is determined at the end of the semester, or at other intervals that may be deemed appropriate. based on teh required academic achievement levels in the program or course outline, the three levels of academic standing are: Good Academic Standing; Academic Probation; and Academic Dismissal.

SUPPLEMENTAL EXAMINATIONS AND ASSIGNMENTS (PROCEDURE C.25.3)

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, 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 (POLICIES A.02, D.17, E.07)

As an adult learner, you are expected to conduct yourself in an acceptable manner as defined by government laws and regulations and College 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 their 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)

As per GNWT legislation, smoking is not permitted in any College facility, vehicle, or workplace. This includes vaping, tobacco, and cannabis.

STUDENT APPEALS (POLICY D.01)

Aurora College has a formal appeal process through which students may appeal decisions made by the College regarding: student academic misconduct; final course grades; 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

STUDENT SERVICES MISSION

Student success is of paramount importance at Aurora College. Each of our campus locations have dedicated staff who offer a variety of student supports.

Some of the many services provided by the Student Services Division 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 contact us.

Toll Free (all campuses): 866-266-4966
Aurora Campus: 867-777-7800
Thebacha Campus: 867-872-7500
Yellowknife North Slave Campus: 867-920-3030

ADMISSIONS OFFICE

You can also contact the Admissions Office by email at:
- **ApplyInuvik@auroracollege.nt.ca** (Aurora Campus)
- **ApplyFortSmith@auroracollege.nt.ca** (Thebacha Campus)
- **ApplyYellowknife@auroracollege.nt.ca** (Yellowknife North Slave Campus).

OFFICE OF THE REGISTRAR

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

STUDENT SUCCESS

As part of the Student Success initiative, each of the Aurora College campuses has a Student Success Coordinator. The Student Success Coordinator arranges academic assistance for students in the form of tutoring, workshops, a collection of resources, and career counselling. To find out more about the Student Success activity, please contact the coordinator at your Campus:
Aurora Campus: 1-867-777-7814
Thebacha Campus: 1-867-872-7585
Yellowknife North Slave Campus: 1-867-920-3077

COUNSELLING

Aurora College has non-clinical counsellors available to assist students. In addition to one-on-one services in the areas of career exploration and personal wellness, the counsellor offers workshops and presentations, assistance in finding online and community resources, self-help materials and mential health check-ins. All sessions and referrals are kept strictly confidential.

Contact:
Yellowknife North Slave Campus: 867-920-3004
Thebacha Campus: 867-872-7522
Toll Free: 1-866-266-4966

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 call 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.

For more information on services provided by the student association at your campus, please call your campus.

CHILD CARE

Aurora College does not provide child care services. If you require information about childcare you may contact the Student Services division at your campus, or contact the local child care centres in the community. There are limited spaces in most community daycare centres and day homes, so apply early.

For information on child care please visit

www.ece.gov.nt.ca and click on Early Childhood Development. There is also a list of child care providers available in our Student Toolkit on our website.

STUDENT TOOLKIT (ONLINE)

The Student Services Division has created an online Student ToolKit with helpful links. We will continue to add to these links over time as we develop new tools and learn of others. You can find the student toolkit on our website.

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 in-person and online library services. Library collections across the three campuses include 25,000+ books, journals, videos, government documents, and a wide array of digital and online resources. Internet access and inter-library loan services are available at all campus libraries.

TUTORING

Aurora College offers tutoring to help support our students. Your first step is always to get assistance from your instructors. However, if you need some additional support, please contact the Student Success Coordinator at your campus.

PAYMENT PLANS

Aurora College may extend financial credit to students for tuition during registration if they have not received their funding by the time of registration. Contact the Finance Manager at your campus for more information.

Aurora College may extend financial credit to students for the first month's rent if they have not received their funding by the time of registration. No financial credit will be extended for rent other than for the first month. (**Note:** The first month's rent is due at the time of registration)

FINANCIAL ASSISTANCE

You may be eligible for financial assistance through (but not limited to):
• Student Financial Assistance Program, Department of Education, Culture and Employment, Northwest Territories;
• Employment and Social Development Canada;
• Indigenous Skills and Employment Training Strategy (ISETS);
• Indigenous Organizations

If you require financial assistance, you must contact the assisting agency or department directly. Check with your sponsoring agency regarding application deadlines. Sponsor letters should be forwarded to the campus to which you have applied. Apply early as some programs have limited funds to allocate.

NWT STUDENT FINANCIAL ASSISTANCE

Email: nwtsfa@gov.nt.ca

Website: www.nwtsfa.gov.nt.ca

Please ensure you submit your application for financial assistance by the appropriate deadlines:
• **June 30** for programs starting August 16-September 30
• **October 31** for programs starting in January
• One month prior to program start date for all other months.

SFA does not require that you have been accepted by Aurora College prior to applying.

* this program is ONLY available to Northwest Territories residents

Indigenous Services Canada University and College Entrance Program (UCEP)
Phone: (867) 669-2620
Email: vicki.losier@cananda.ca
Deadline for applications: July 15

SCHOLARSHIPS, BURSARIES AND AWARDS

A broad range of domestic scholarships, bursaries and awards are available to students. For information on awards, please contact:
• the Student Services Office at any Campus
• the GNWT Department of Education, Culture and Employment (Northwest Territories residents only)
• the Research Centres of the Aurora Research Institute

Check with the Student Services office for information on what is available and how to apply. Also check our website at **www.auroracollege.nt.ca.**

2024-2025
ACADEMIC PROGRAMMING

SCHOOL OF ARTS & SCIENCE

SCHOOL OF BUSINESS & LEADERSHIP

SCHOOL OF DEVELOPMENTAL STUDIES

SCHOOL OF EDUCATION

SCHOOL OF HEALTH & HUMAN SERVICES

SCHOOL OF TRADES, APPRENTICESHIP & INDUSTRIAL TRAINING

SCHOOL OF ARTS & SCIENCE

ENVIRONMENT & NATURAL RESOURCES TECHNOLOGY DIPLOMA

GENERAL STUDIES DIPLOMA

ENVIRONMENT AND NATURAL RESOURCES TECHNOLOGY

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
Applicants may be admitted into the Environment and Natural Resources Technology program based on one of the following pathways: academic, previous studies and mature student/experiential.

Academic Pathway
Applicants may be considered for admission who have a final grade 65 percent in each of:
- English 30-2;
- Math 30-2; and
- Biology 30, Chemistry 30 or Physics 30

Applicants who have completed the Aurora College University and College Access Program (UCAP) in the Environment and Natural Resources Technology Pathway may also be considered for admission if they have a final grade 65 percent in each of:

- Aurora College English 150;
- Aurora College Math 150; and
- Biology 30, Chemistry 30 or Physics 30.

Equivalencies and other post-secondary education may be considered. Applicants who do not have the required final grade of 65 percent or higher may be considered for acceptance on probation.

Previous Studies
Applicants who have successfully completed environmental studies or related courses through another institution may be considered for admission.

Mature Student/Experiential Pathway
Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience may be considered for admission on an individual basis. Eligibility for the program may be determined through an interview and a placement test or other assessment of English and/or Math. The applicant may be required to submit a resume or other evidence of relevant work/life experience.

Regardless of the pathway for admission, all applicants must:
- Submit official transcripts from high school and/or post-secondary education, as applicable.
- Submit a letter of intent detailing why the applicant is interested in apply for the program including any extenuating circumstances of why they do not meet the admission requirements.
- Submit a letter of reference from an employer/instructor that can attest to your character and benefit in the program.

Depending on the applicant's pathway, they may be advised/requested to submit:
- A resume or other evidence of relevant work/life experience.

Applicant Assessment
Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (~65 percent or higher).

Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in Environmental Studies or related courses may have transferability into this program. Post-secondary transcripts and course syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in Aurora College Policy C.01 Transfer Credit.

Program Admission
Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Long-term residents of the NWT* and graduates of the UCAP Environment and Natural Resources Technology Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete** application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

* 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.

** A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

Program Information
A considerable amount of the program will be delivered in field settings. Approximately 40 percent 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, University of Saskatchewan, and University of Northern British Columbia. Transferable coursework is also available at other major institutions on a case-by-case basis.

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

Completion Requirements

The passing mark for a course will be 50 percent. To earn a diploma, students must maintain a cumulative average of 60 percent 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.

The diploma program must be completed within five years of commencing studies.

Document of Recognition

Environment and Natural Resources Technology Diploma

Curriculum

CAMP 0100	Introductory Field Camp
ENSC 0101	Communications and Technical Writing
ENSC 0102	Ecology
ENSC 0103	Wildlife Biology
ENSC 0104	Applied Mathematics for Technicians
ENSC 0105	Introduction to Environmental Sciences
ENSC 0107	Applied Computer Applications
ENSC 0108	Field Safety and Preventative Maintenance
ENSC 0111	Communications and Project Management
ENSC 0112	Forest and Range Botany
ENSC 0113	Indigenous Law and Governance
ENSC 0115	GPS and Mapping
ENSC 0116	Geographic Information Systems
ENSC 0207	Arctic Marine Sciences
ENSC 0211	Data Management and Statistics
ENSC 0213	Water Resources Management
ENSC 0214	Freshwater Fisheries
ENSC 0224	Wildlife Management
ENSC 0225	Wildlife Techniques
ENSC 0232	Environmental Stewardship
ENSC 0233	Environmental Assessment and the Regulatory Process
ENSC 0240	Geology
CAMP 0285	Western Arctic Field Camp
CAMP 0286	Winter Field Camp
ENSC 0295	Technical Project

Electives – Choose One

ENSC 0222	Forest and Fire Management
ENSC 0250	Source Water Protection

GENERAL STUDIES

Program Description

The General Studies program provides students with a broad liberal arts and sciences education with a focus on northern, Indigenous content. Students in General Studies are encouraged to embrace academic breadth in both knowledge and skills, develop the habit of analytical and critical thought, and recognize and respect multiple ways of knowing.

The program offers a variety of courses from which students choose their own path, including continuing into a university degree or related program, such as the Bachelor of Social Work and Bachelor of Education degrees at Aurora College. Students may also be able to take electives in other Aurora College post-secondary programs such as Business Administration, Environment and Natural Resources Technology, Nursing, etc.

Upon completing 60 credits in General Studies, students earn a Diploma in General Studies.

Program Eligibility

Applicants may be admitted into the General Studies program based on one of the following pathways: academic and mature student/experiential.

Academic Pathway

Applicants may be considered for admission who have a minimum final grade 65 percent in the following:
- English 30-2 (or higher);AND
- ONE of - Math 30-2 (or higher), Science 30, Biology 30, Chemistry 30 or Physics 30; **AND**
- ONE of - Social Studies 20-2 (or higher); Northern Studies 30

Applicants who have completed the Aurora College University and College Access Program (UCAP) may also be considered for admission if they have a minimum final grade 65 percent in the following:
- English 150 (or higher); AND
- ONE of - Math 150 or higher); Science 30, Biology 30, Chemistry 30 or Physics 30; **AND**
- Social Studies 150

Equivalencies and other post-secondary education may be considered.

Applicants who do not have the admission requirements may be considered for Acceptance on Probation, which may require taking one or more upgrading courses during their first year, if they:
- Meet the English requirement, **AND**
- Meet either the Math/Science **OR** Social Science requirementment; **BUT**
- Do NOT meet the other requirement, however, have a minimum final grade of 65 percent at the Grade 11 level.

Mature Student/Experiential Pathway
Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience may be considered for admission on an individual basis. Eligibility for the program may be determined through an interview and a placement test or other assessment of English and/or Math. The applicant may be required to submit a resume or other evidence of relevant work/life experience. Applicants may be required to meet some prerequisite or upgrading courses as part of their program or to take some courses.

Regardless of the pathway for admission, all applicants must:
• Submit official transcripts from high school and post-secondary education, as applicable.

Depending on the applicant's pathway, they may be advised/requested to submit:
• A resume or other evidence of relevant work/life experience.

Applicant Assessment
Applicants must complete an Aurora College application form and submit official transcripts (high school and postsecondary). Applicants are encouraged to apply early and submit all required and requested documentation.

Applicants who are enrolled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may be accepted on probation, which is dependent on their successful completion of the required courses (65% or higher). Applicants who are accepted on probation will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed postsecondary course work may have transferability into this program. Postsecondary transcripts and course syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in **Aurora College Policy C.01 Transfer Credit.**

Program Admission
Applicants will be admitted into the program based on how well they meet the program eligibility requirements and on space availability. Indigenous persons, long-term residents of the NWT, and graduates of the University and College Access Program (UCAP) at Aurora College will be given priority in the selection process if they have submitted a complete application on or before November 30. Priority consideration for admission will not be considered for applications received on or after December 1. Applications will be processed first come, first serve based on the date that the complete application** is submitted.

Some courses may have prerequisites that are different from the program admission requirements. Admission to the program does not guarantee permission to take every course. Students may need prerequisite courses, including upgrading courses, to satisfy course requirements. Prerequisite upgrading courses may not be used for credit towards the General Studies diploma.

*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.

**A complete application is one that contains all required documentation (eg. application, transcripts, etc.) and all requested documentation (eg. additional documentation that supports your eligibility that is requested for your application).

Program Objectives
The General Studies program provides students with a comprehensive university-level liberal arts and sciences education with a focus on northern, Indigenous content. The program is designed for students intending to continue into a university degree or related program, and will ladder directly into Year 3 of both the Bachelor of Social Work (BSW) and Bachelor of Education (BEd) programs at Aurora College. Students may also transfer credits earned in General Studies to other diploma or degree programs at Aurora College and its partner institutions. Likewise, credits earned in diploma or degree programs at Aurora College or partner institutions may be accepted for credit in General Studies.

Students in General Studies must earn 60 credits, including successfully completing the three core courses, to be eligible to earn a Diploma in General Studies. Students interested in applying to the Bachelor of Social Work and/or Bachelor of Education programs must successfully complete core and other required courses for the respective program, in addition to the three core General Studies courses.

General Studies is not intended for students who will be primarily upgrading (eg. students who need to upgrade three or more courses), though applicants may include a limited number of upgrading courses in their course selection in their first year of General Studies.

Program Objectives
1. Provide students with a comprehensive liberal arts and sciences education with a focus on northern, Indigenous content.
2. Provide students with a sound educational foundation so they can continue their education beyond General Studies, including into the Aurora College Bachelor of Social Work or Bachelor of Education or other postsecondary programs.
3. Encourage students to engage in critical inquiry and self-reflection to facilitate life-long learning.

Completion Requirements

1. The passing mark for each course will be 50 percent. However, students must maintain a cumulative average of 65 percent in the General Studies program.
2. To earn a Diploma in General Studies, students must do each of the following:
   - Maintain a cumulative average of at least 65 per cent in the program.
   - Earn 60 credits from courses in the program.
   - Successfully complete the three General Studies core courses.
   - Achieve the diploma within five years of commencing studies.
3. Prerequisite and upgrading courses may NOT satisfy course or credit requirements for program completion. As such, it may take longer than two years to complete the Diploma.

Document of Recognition

Aurora College General Studies Diploma

Curriculum

EDUC 0101	Introduction to Higher Education
EDUC 0110	Academic Reading and Writing
INDG 0101	The Indigenous Peoples of Canada
	OR
INDG 0211	The Indigenous Peoples of the NWT

Electives

Students in the General Studies program may register for courses in other Aurora College programs, if they have the prerequisite(s) for each course, and if space is available. Some courses may not be available to students in General Studies. Students are encouraged to consult with an academic advisor to develop an academic pathway that meets their needs.

SCHOOL OF BUSINESS & LEADERSHIP

AVIATION BUSINESS DIPLOMA
BUSINESS ADMINISTRATION CERTIFICATE & DIPLOMA
OFFICE ADMINISTRATION CERTIFICATE & DIPLOMA
NORTHERN LEADERSHIP DEVELOPMENT LEVEL 1
NORTHERN LEADERSHIP DEVELOPMENT LEVEL 2
MINING FRONTLINE SUPERVISOR LEADERSHIP

AVIATION BUSINESS

NOTE: Applicants will need to be able to provide a Confirmation of Enrolment letter from a Transport Canada approved flight training school prior to commencement of classes at Aurora College.

Program Description

The Aviation Business Diploma program is intended to provide students with the knowledge and skills necessary for active flying careers in the aviation industry. Emphasis is placed on helping students develop knowledge and skills that are appropriate for the unique aviation business environment in the NWT. The Aviation Business program provides students with an opportunity to acquire a two-year Diploma.

The Aviation Business Diploma is composed of two distinct segments. One segment consists of the ground school and flight-training component to achieve a Commercial Pilot's Licence delivered by the Fort Smith-based Terry Harrold School of Aviation, or other Transport Canada approved Flight Training Unit. The other segment is relevant business courses delivered by Aurora College.

To graduate, students must earn Transport Canada's Commercial Pilot Licence, plus ten Aurora College courses (30 credits) and a non-credit Wilderness Survival and First-Aid course.

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. Applicants needing Math 30-2 should complete the Pre-Business Math course. 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.

Each of the courses in the Aviation Business program will be delivered face-to-face at one or more of the three campuses of Aurora College. As well, some or all of the classes will be delivered through video or internet based conferencing to students at the other two campuses and those attending remotely.

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 or internet-based conferencing, delivered by instructors on another campus.

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 Aviation Business program based on the program eligibility criteria, subject to space available.

Program Information

The Aviation Business program is two years in length.

Students typically complete five required courses in the first year. There are five electives that students must select, and successfully complete from the approximately twenty courses available to earn an Aviation Business Diploma.

The Aviation Business program enrolment may be 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 Aviation Business program is designed to complement technical flying skill with business knowledge, and skills that can facilitate success in the aviation industry. Over time, and in consultation with the northern aviation industry, business course content will be adjusted to continue to meet the changing needs of the industry and students.

Program Objectives

1. To provide students with knowledge and skills in the subject areas of the Aviation Business Program.
2. To help students prepare for employment in business and government aviation positions in the NWT.
3. To provide students with a sound educational base so that they can continue their education after graduating and obtain additional educational or professional credentials.

Completion Requirements

1. Students must complete all course assignments. The passing mark for each course will be 50 percent. However, students must maintain a minimum cumulative average of 60 percent in the Aviation Business Program.
2. Aviation Business Diploma students must successfully complete the 30 Flight School credits, plus 30 Aurora College Business Course credits, including five required courses and five electives. For the five electives, the student can select from the wide range of business courses offered to tailor their program to their unique interests.
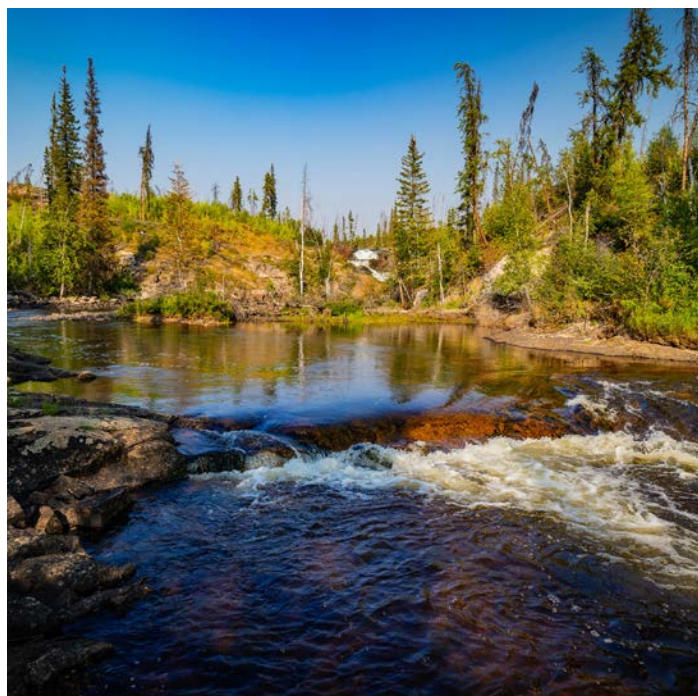
Document of Recognition

Aurora College Aviation Business Diploma and Commercial Pilot's Licence from Terry Harrold School of Aviation, Fort Smith.

Curriculum

FLSC 0101	Private Pilot Licence
FLSC 0201	Commercial Pilot Licence

ENGL 0104	Business Communications I
ACCT 0105	Financial Accounting I
BUSI 0113	Organizational Behaviour
MRKT 0116	Marketing
ABUS 0101	Aviation Business I
MATH 0103	Business Math
BUSI 0106	Introduction to Business
CMPT 0107	Information Technology for Business
ENGL 0114	Business Communications II
ACCT 0115	Financial Accounting II
BUSI 0117	Microeconomics
BUSI 0204	Macroeconomics
BUSI 0201	Business Law
BUSI 0202	Human Resource Management
MATH 0203	Statistics
BUSI 0205	Management
FNCE 0206	Personal Finance and Income Tax
GVMT 0210	Northern Governance
BUSI 0211	Small Business Management
BUSI 0255	Small and Medium Sized Enterprises for Local Economic Development in the Extractive Sector
BUSI 0212	Community Economic Development
BUSI 0213	Business Leadership
ACCT 0222	Automated Accounting
ACCT 0223	Managerial Accounting I
ACCT 0224	Managerial Accounting II
FNCE 0225	Corporate Finance

BUSINESS ADMINISTRATION

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 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 years).

Business Administration Certificate

All students accepted into the Business Administration program must initially be enroled in the certificate program. This program consists of ten 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 enrol in the diploma program. There are six required courses in the diploma program and 12 electives. Students must complete four to earn a Business Administration 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 may be admitted into the Business Administration program based on one of the following pathways: academic, previous business studies and mature student/experiential.

Academic Pathway

Applicants may be considered for admission who have:
- Completed a high school diploma including:
- A passing grade in English 30-2 and
- A passing grade in Math 30-2.

Applicants who have completed the Aurora College University and College Access Program (UCAP) Business Administration Pathway may also be considered for admission if they have:
- A passing grade in Aurora College English 150 and
- A passing grade in Aurora College Math 150.

Equivalencies and other post-secondary education may be considered.

Previous Business Studies

Applicants who have previously completed the Aurora College Office Administration diploma will be considered for admission. These applicants must have successfully completed Math 30-2 or Aurora College Math 150. Alternatively, the applicant must successfully complete a specific Business Administration math entry course designed to help Office Administration students ladder into Business Administration. Students who have successfully completed a Business Administration Certificate through another institution may be considered for admission.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience may be considered for admission on an individual basis. Eligibility for the program may be determined through an interview and a placement test or other assessment of English and/or Math. The applicant may be required to submit a resume or other evidence of relevant work/life experience.

Regardless of the pathway for admission, all applicants must:
- Submit official transcripts from high school and post-secondary education, as applicable.

Depending on the applicant's pathway, they may be advised/requested to submit:
- A resume or other evidence of relevant work/life experience.

Applicant Assessment

Applicants must complete an Aurora College application form and submit official transcripts (high school and post-secondary). Applicants are encouraged to apply early and submit all required and requested documentation. Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (50 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in Business Administration or related courses may have transferability into this program. Post-secondary transcripts and course syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in **Aurora College Policy C.01 Transfer Credit.**

Program Admission

Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Graduates of the UCAP Business Administration Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete* application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

* A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

Program Information

The Business Administration program is two years in length. Students will earn a certificate after successfully completing ten 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 12 electives; students must successfully complete four of them to earn a Business Administration 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 though 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

1. To provide students with knowledge and skills in the subject areas of the Business Administration program.
2. To help students prepare for employment in business, government or non-profit organizations in the NWT.
3. 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 percent. However, students must maintain a minimum cumulative average of 60 percent in the Business Administration Program.
2. Certificate students must successfully complete ten courses as specified in the curriculum.
3. Diploma students must successfully complete the six required courses and four electives. Students who complete the four accounting stream electives will earn a Business Administration - 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 - 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 - Work Experience Diploma, unless they also successfully completed the Accounting Stream, in which case they will receive a Business Administration Accounting Stream - Work Experience Diploma.

Document of Recognition

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

Curriculum
Certificate
MATH 0103	Business Math
ENGL 0104	Business Communications I
ACCT 0105	Financial Accounting I
BUSI 0106	Introduction to Business
CMPT 0107	Information Technology for Business
BUSI 0113	Organizational Behaviour
ENGL 0114	Business Communications II
ACCT 0115	Financial Accounting II
MRKT 0116	Marketing
BUSI 0117	Microeconomics

Diploma

BUSI 0201	Business Law
BUSI 0202	Human Resource Management
MATH 0203	Statistics
BUSI 0204	Macroeconomics
BUSI 0205	Management
FNCE 0206	Personal Finance and Income Tax

Electives

GVMT 0210	Northern Governance
BUSI 0211	Small Business Management
BUSI 0255	Small and Medium Sized Enterprises for Local Economic Development in the Extractive Sector
BUSI 0212	Community Economic Development
BUSI 0213	Business Leadership
ACCT 0222	Automated Accounting
ACCT 0223	Managerial Accounting I
ACCT 0224	Managerial Accounting II
FNCE 0225	Corporate Finance
BUSI 0250	General Elective
BUSI 0251	General Elective
BUSI 0252	General Elective

Work Experience Option

BUSI 0120	Work Experience I 300 0
BUSI 0220	Work Experience II 300 0

OFFICE ADMINISTRATION

Program Description

The Office Administration program is intended to provide students with the knowledge and skills necessary for administrative careers in business, government and non-profit organizations. Emphasis is placed on preparing students for employment in the unique work environment in the NWT. The Office Administration program provides students with an opportunity to acquire a certificate (one year) and a diploma (two years).

Office Administration Certificate

All students accepted into the Office Administration program must initially be enroled in the certificate program. This program takes one year to complete. It consists of ten courses, each with 45 class hours and worth three credits, and a practicum. The certificate program provides students with the knowledge and skills necessary to succeed in an entry level administrative assistant position in business, government or non-profit organizations. This program concentrates on the practical application of computer technology in the contemporary office workplace.

Office Administration Diploma

Upon completing the certificate program (including the practicum), students may enrol in the diploma program. This program takes one year to complete. It consists of ten courses, each with 45 class hours and worth three credits. The diploma program provides students with the knowledge and skills necessary to succeed in an executive administrative assistant position in business, government or non-profit organizations. As the program emphasizes specialized organizational and technical skills, students will also be able to succeed in administrative positions in the areas of human resources, payroll, and finance.

Program Eligibility - Certificate

Applicants may be admitted into the Office Administration program based on one of the following pathways: academic and mature student/experiential.

Academic Pathway

Applicants may be considered for admission who have a minimum grade of 65 percent in:
* English 20-2; and
* Math 10C.

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) and have a final grade of 65 percent in:
* English 140; and
* Math 140.

Equivalencies and other post-secondary education may be considered.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience may be considered for admission on an individual basis. Applicants will be required to complete a placement test.

Regardless of the pathway for admission, all applicants must:
* Submit official transcripts from high school and post-secondary education.

* A record of certain offences may prevent candidates from completing all elements of the program, in particular, securing a practicum placement (see Aurora College Policy C.21 Practicums/Internships). As the program includes a required workplace practicum, a satisfactory Criminal Records and Vulnerable Sector Check is mandatory. **** Prior to being permitted to do the workplace practicum course, students must have submitted their Criminal Records Check. These are typically required to be submitted by the end of March.**

Applicant Assessment

Applicants must complete an Aurora College application form and submit official transcripts (high school and post-secondary). A typing speed of 35 words per minute is recommended. Applicants are encouraged to apply early and submit all required and requested documentation.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (65 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in Office Administration or related courses may have transferability into this program. Post-secondary transcripts and course syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in Aurora College Policy C.01 Transfer Credit.

Program Admission

Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Graduates of the OCAP Office Administration Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete* application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

Program Eligibility - Diploma

To be eligbile for acceptance, an applicant must:
• Possess an Office Administration Certificate

* A complete application is one in which all required documentation and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

Program Objectives

1. To provide students with knowledge and skills in the subject areas of the Office Administration program.
2. To help students prepare for employment in business, government or non-profit organizations in the NWT.
3. 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 comply with the specified attendance policy.
2. Students must complete all course assignments.
3. Students must successfully complete every course; the passing mark for each course is 50 percent. However, students must maintain a minimum cumulative average of 60 percent in the Office Administration Program.
4. Certificate students must successfully complete ten courses as specified in this Program Outline, and a Practicum.
5. Diploma students must successfully complete the Certificate Program and a further ten courses as specified in this Program Outline.

Document of Recognition

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

Curriculum

OFFI 0102	Keyboarding
OFFI 0109	Practicum
ENGL 0105	Business Grammar and Vocabulary
CMPT 0114	Word Processing
CMPT 0136	Presentation Software and Graphic Editing Skills
ENGL 0102	Business Writing I
MATH 0102	Business Math Applications
OFFI 0131	Career Development
CMPT 0135	Outlook and Productivity Applications
OFFI 0136	Spreadsheets
OFFI 0142	Administrative Office Procedures

Office Administration Diploma
(Note: Student must have completed the Office Administration Certificate to be eligible for acceptance)

ENGL 0103	Business Writing II
ACCT 0232	Bookkeeping and Financial Record Keeping
CMPT 0234	Advanced Computer Applications
ACCT 0236	Financial Accounting Software
OFFI 0252	Executive Office Procedures
OFFI 0254	Human Resources and Payroll Administration
GVMT 0257	Canadian, Territorial and Community Governments
CMPT 0266	Office Administration Capstone
CMPT 0268	Information Management and Database Applications
BUSI 0113	Organizational Behaviour

NORTHERN LEADERSHIP DEVELOPMENT - LEVEL 1

*Note: NLDP is a part-time program delivered in nine modules from October to June

Program Description

The Northern Leadership Development Program (NLDP) is intended to provide individuals employed in "front line" positions in industry with an enhanced awareness of self, self-expression, interpersonal skills, decision making, and stress management practices which result in stronger leadership practices. The program objective is to prepare these individuals to advance to more senior positions within their organization.

NLDP uses a variety of best practice leadership models throughout the program's nine courses, including an emphasis on emotional intelligence. A governing theme throughout the program is centred on the awareness that organizational development practices that utilize emotional intelligence result in measureable achievement including higher team performance and enhanced organizational financial performance.

NLDP is unique in that each student will have an identified leadership mentor located at their place of work to support their growth and their application of what they are learning as they progress through the program. This onsite support is an important element that maximizes each student's leadership growth and development throughout the program. This program is designed for potential leaders within an organization as well as people new to supervisory or management roles, such as team leaders or front-line supervisors.

Program Eligibility

Applicants must be identified by their employer as strong candidates to participate fully in the program and integrate their learning into their respective workplaces. No previous leadership training is required. Aurora College can provide reading comprehension testing when requested, to determine the reading comprehension level of applicants and assist the employer in identifying appropriate candidates. The employee must have a designated coach/mentor within his/her company or organization.

Applicant Assessment

Applicants will be accepted based on the recommendation and support of their employer.

Program Admission

Applicants will be admitted based on the program eligibility criteria, subject to space availability.

Program Information

Courses will be delivered over an academic year. Students will earn a Record of Achievement after successfully completing all of the required modules. Further information about the courses is available in the NLDP Participant Guide which will be provided to the students.

Students must attend all scheduled activities. Modules are usually delivered onsite at an Aurora College location in Yellowknife but some modules may be offered online. Each program course will require attendance on four days. In consideration of the work schedules of the students, the course dates and start and finish times will be scheduled to align with industry-imposed travel arrangements and will be shared as part of the program delivery schedule.

Mentors are requested to attend a Mentoring Workshop (one day, from 9:00am to 5:00am, and part of a second day [from 9:00am to noon] on the last day of the first course, Personal Development), as well as the ninth course, Leadership in Action.

Program Objectives

During the program, students will:
1. Acquire knowledge and skills in the subject areas ofleadership development.
2. Develop skills which will allow them to better engage, communicate with, and manage their respective teams in the workplace.
3. Develop a base of leadership skills so that they can continue their leadership development as they are exposed to increased responsibilities in the workplace.

Completion Requirements

Students must successfully complete all of the courses. To successfully complete a course, a student must attend at least 60 percent of the course hours and participate in the prescribed activities as directed by the facilitator. A student who does not attend 60 percent of the course hours for a course, or who does not participate as directed by the facilitator, will fail the course.

The Mentoring Workshop course is to be taken by the mentors of the students, not the students.

Document of Recognition

Record of Achievement

Curriculum

LEAD 0101	Personal Development
LEAD 0102	Communication Skills
LEAD 0103	Effective Personal Leadership
LEAD 0104	Effective Team Leadership
LEAD 0105	Leading While Managing

LEAD 0106	Problem Solving and Decision Making
LEAD 0107	Conflict Management
LEAD 0108	Diversity-Conscious Leadership
LEAD 0109	Leadership in Action

NORTHERN LEADERSHIP DEVELOPMENT - LEVEL 2

*Note: NLDP is a part-time program delivered in nine modules from October to June

Program Description

The Northern Leadership Development Program (NLDP) Level 2 is designed specifically for experienced leaders in their respective industries. This program aims to further enhance the leadership abilities of participants who are currently in leadership positions, equipping them with the necessary skills to be more present and effective leaders in their organizations.

Building upon the foundational knowledge gained in NLDP Level 1, this advanced program consists of nine comprehensive modules, with a strong emphasis on emotional intelligence throughout the program. Emotional intelligence is a critical trait for leaders, as it enables them to understand and manage their own emotions, as well as effectively navigate and influence the emotions of others. By focusing on emotional intelligence, participants will develop the skills necessary to inspire and lead their teams with empathy, authenticity, and resilience.

To ensure a smooth transition for participants who did not attend NLDP Level 1, an orientation session will be held prior to the start of Level 2. This session will introduce them to the tools, theories, and concepts that will be built upon in this advanced program, enabling them to fully engage and benefit from the Level 2 curriculum.

The program will primarily be offered online, utilizing a variety of teaching and learning practices to maximize accessibility and accommodate participants' busy schedules. However, the first and final modules will be conducted in person, providing an opportunity for participants to connect face-to-face and foster a sense of camaraderie. These in-person sessions will be held in Yellowknife, Northwest Territories.

The NLDP is unique in that each student will select a leadership mentor to support their growth and application of what they are learning as they progress through the program. This mentor support is an important element that maximizes each student's leadership growth and development throughout the program.

With a focus on applied learning, participants are encouraged to apply their newly acquired knowledge and skills between modules. This approach necessitates a high level of personal and professional accountability, as participants actively seek opportunities to practice leadership in their day-to-day roles.

This program offers a variety of supported learning approaches including whole group classroom sessions, personalized coaching, group workshops and applied learning assignments that are unique to each participant. Through structured classroom sessions, participants gain a comprehensive understanding of leadership principles and frameworks. Individual coaching provides personalized guidance, enabling participants to delve deeper into their unique leadership challenges and growth areas. Group workshops facilitate collaborative learning and the exchange of insights and best practices among peers. Finally, experiential learning activities allow participants to put theory into practice, immersing themselves in real-world scenarios to hone their leadership abilities.

Throughout the program, participants develop a well-rounded skill set that equips them to navigate complex leadership situations effectively. They learn to communicate with impact, harness emotional intelligence to build strong relationships, make informed decisions, manage conflicts constructively, lead and manage simultaneously, and foster high-performing teams.

By actively participating in the Northern Leadership Development Program Level 2, leaders gain the necessary tools and experiences to excel in their roles, driving personal and organizational success. Through their commitment to leadership in action, they become catalysts for positive change within their organizations, inspiring their teams and achieving exceptional results.

Program Eligibility

Applicants must be identified by their employer as strong candidates to participate fully in the program and integrate their learning into their respective workplaces.

Completion of NLDP Level 1 is preferred. Otherwise, some formal leadership experience, training or corresponding certificate is required, and eligibility is determined on a case-by-case basis. In lieu of formal leadership training, a description of their leadership journey is requested to help determine the appropriate level of learning.

For those students who have not completed NLDP Level 1, they will attend a mandatory two-day pre-entry workshop delivered before Module 1 start.

The student must have a designated mentor that is aligned with their developmental goals and can commit to this vital role for the duration of the program, which averages about one to two hours each month with the exception of the first month and the final month of the program where the mentors are invited to attend an online orientation session and parts of the final, ninth module.

Applicant Assessment

Applicants will be accepted based on the program eligibility criteria and on the recommendation and support of their employer.

Program Admission

Applicants will be admitted based on the program eligibility criteria, subject to space availability.

Program Information

The NLDP courses will be delivered over an academic year. Students will earn a Record of Achievement after successfully completing all of the required modules. Further information about the courses is available in the NLDP Student Guide which will be provided to the students.

Students must attend all online and face-to-face activities scheduled for the program onsite in the Yellowknife area. Each program course will require attendance on two days for Modules 1 – 8 and four days for Module 9. In consideration of the work schedules of the students, the course dates and start and finish times will be scheduled to align with industry-imposed travel arrangements, where possible, and will be shared as part of the program delivery schedule.

Mentors are requested to attend a one day Mentoring Workshop, and part of a second day on the second module of the program, as well as the ninth module, Leadership in Action.

Program Objectives

NLDP Level 2 focuses on enhancing the leadership skills and capabilities of students who already have some foundational knowledge and experience in leadership roles. The program aims to further develop their leadership competencies and prepare them for more advanced leadership responsibilities. The content is based on materials from NLDP Level 1.

Here are the overall program objectives:
1. Enhancing self-awareness: Develop a deeper understanding of their strengths, challenges, values, and leadership style. Encourage reflection and self-assessment to identify areas for personal growth.
2. Developing interpersonal skills: Enhance students' ability to communicate effectively, build relationships, and collaborate with others. Emphasize active listening, empathy, and conflict management skills.
3. Strengthening strategic thinking: Enable students to think strategically and make informed decisions. Develop their ability to analyze complex situations, anticipate challenges, and identify opportunities.
4. Cultivating resilience and adaptability: Prepare leaders to navigate change, uncertainty, and ambiguity. Provide tools and strategies to manage stress, handle setbacks, and embrace continuous learning.

5. Building team leadership capabilities: Develop students' skills in leading and managing teams. Focus on team dynamics, fostering a positive team culture, and empowering team members to achieve goals.
6. Promoting diversity and inclusion: Foster an understanding of the importance of diversity and inclusion in leadership. Enhance students' ability to lead diverse teams and create an inclusive work environment.
7. Enhancing decision-making skills: Strengthen students' ability to make effective decisions based on data, critical thinking, and ethical considerations. Introduce frameworks for decision-making and problem-solving.
8. Developing leadership presence: Enhance students' executive presence and influence. Focus on public speaking, presentation skills, and communication.
9. Promoting innovation and creativity: Foster an environment that encourages innovation and creative thinking. Develop students' ability to generate and implement new ideas.
10. Encouraging continuous improvement: Instill a mindset of continuous learning and personal growth. Encourage students to seek feedback, engage in self-reflection, and set development goals.

The NLDP Level 2 delivery focuses on applied leadership principles and skills for NLDP graduates or current northern leaders who have other leadership training and/or leadership experience. It follows the topic areas of Level 1, Modules one to nine, taking the content to a deeper level with specific focus on leadership in action.

It includes the following:
- Pre-entry workshop for those who have not completed the NLDP Level 1
- Administration of EQi 2.0 360-degree feedback assessment and the Myers-Briggs Type Indicator (if not already completed)
- Review of key leadership models, principles, skills, and tools related to each module content area based on NLDP Level 1 content
- One-on-one coaching at the beginning, middle, and end of the program delivery.
- Mentor chosen by the participant and employer to support the process throughout. In addition, the mentor participates in the 2nd module and the 9th module
- Commitment to applied learning goals, reflections, and content review in between each module.
- Post-administration of EQ 360 assessment.
- In-person delivery for the first module (Personal Development), and the ninth module (Leadership in Action). All other modules would be virtual. The last module would join with the concurrent NLDP Level 1 cohort.

Using the overall program objectives and the models, tools, and theories from NLDP Level 1, the learning outcomes for each module include:

1. Application:
   a. Apply leadership theories to analyze and evaluate leadership effectiveness in case studies
   b. Demonstrate effective communication skills in a leadership context.
   c. Develop strategies for motivating and inspiring team members.
   d. Utilize problem-solving techniques to address leadership challenges.
2. Analysis:
   a. Analyze different leadership approaches and their suitability for various organizational contexts.
   b. Evaluate the strengths and challenges of different leadership approaches.
   c. Assess the impact of leadership on team dynamics and performance.
   d. Identify potential barriers to effective leadership and propose solutions.
3. Synthesis:
   a. Determine how their personal leadership philosophy/purpose statement based on acquired knowledge and insights applies to the leadership concepts and theories.
   b. Design a leadership development plan for oneself.
   c. Generate innovative leadership strategies to address complex organizational issues.
   d. Combine leadership theories and practical experience to make informed leadership decisions.
4. Evaluation:
   a. Critique the effectiveness of different leadership practices and suggest improvements.
   b. Assess the ethical implications of leadership decisions.
   c. Evaluate personal leadership development progress and identify areas for further growth.
   d. Judge the impact of personal leadership development on individual and organizational outcomes.

Completion Requirements

Students must successfully complete all of the courses / modules. To successfully complete a course, a student must attend at least 60 percent of the course hours and participate in the prescribed activities as directed by the facilitator. A student who does not attend 60 percent of the course hours for a course, or who does not participate as directed by the facilitator, will fail the course.

The Mentoring Workshop course is to be taken by the mentors of the students, not the students.

Document of Recognition

Record of Achievement

Curriculum

LEAD 0200	Pre-enry Workshop Level 2
LEAD 0201	Personal Development Level 2
LEAD 0202	Communication Skills Level 2
LEAD 0203	Effective Personal Leadership Level 2
LEAD 0204	Effective Team Leadership Level 2
LEAD 0207	Conflict Management Level 2
LEAD 0205	Leading While Managing Level 2
LEAD 0206	Problem Solving and Decision Making Level 2
LEAD 0208	Diversity-Conscious Leadership Level 2
LEAD 0209	Leadership in Action Level 2

MINING FRONTLINE SUPERVISOR LEADERSHIP

Program Description

The Mining Frontline Supervisor Leadership Program is intended to equip Frontline Supervisors in the mining industry with the skills and knowledge needed to excel in their leadership roles and contribute to the success of mining operations. As a participant in this program, students will learn how to empower and support their team, fostering a culture of safety and continuous improvement.

This program incorporates employer specific content including policies, procedures, strategy, human resource management, accountability, cultural awareness, etc.

This program has been designed in collaboration with the Mining Industry Human Resources Council (MiHR) to align with the National Occupational Standards (NOS) for a Frontline Supervisor in the mining industry. Students who complete this program are eligible to receive a certificate from MiHR acknowledging that they have met the training requirements for certification as a Frontline Supervisor in the mining industry. In order to receive National certification as a Frontline Supervisor from MiHR, the student must also have experience working in the mining industry, complete a minimum number of hours as a Frontline Supervisor and demonstrate competence through an assessment process through MiHR.

Program Eligibility

Applicants must be identified by their mining employer as strong candidates to participate fully in the program and integrate their learning into their respective workplaces. No previous leadership training is required for the Mining Frontline Supervisor Leadership Program. Aurora College can provide reading comprehension testing when requested, to determine the reading comprehension level of applicants and assist the employer in identifying appropriate candidates to take the program.

Applicant Assessment

Applicants will be accepted based on the recommendation and support of their employer.

Program Admission

Applicants will be admitted based on the program eligibility criteria, subject to space availability.

Program Information

The Mining Frontline Supervisor Leadership Program will be delivered over three modules. Typically, the program will be delivered to cohorts of students to foster collaboration and shared learning experiences for the students. Each module is three days in length. Students will earn an Aurora College Record of Achievement after successfully completing all required modules. Further information about the modules is available in the Mining Frontline Supervisor Leadership Program Participant Guide, which is provided to students in the program.

Students must attend all modules and participate in all activities in order to complete the program. The modules will be scheduled in collaboration with the mining employer to ensure students are able to attend and complete all modules and activities in the program. Students who are unable to complete a module, or part of a module, may be able to complete the missed components during future deliveries.

Aurora College will collaborate with MiHR and the mining employer to ensure that students who complete the program receive recognition from MiHR for completing the required training component of National certification.

Program Objectives

During the program, students will:
1. Acquire knowledge and skills needed to excel in leadership and supervisory roles in the mining industry.
2. Satisfy the learning outcomes and training requirements outlined in the National Occupational Standards for a Frontline Supervisor in the mining industry as developed by MiHR.
3. Develop a base of leadership skills in a mining supervisory role so that they can continue their leadership development as they are exposed to increased responsibilities in the workplace.

Completion Requirements

Students must successfully complete all of the modules in the Mining Frontline Supervisor Leadership Program. To complete a module successfully, a student must attend all three days in the module and participate in all of the activities. A student who does not attend at least 80% of the hours in the module, or who does not participate in all of the activities as directed by the facilitator, will fail the course.

Document of Recognition

Record of Achievement

Curriculum

LEAD 0010	The Role of Frontline Supervisory Leadership in Mining
LEAD 0020	Communication and Team Leadership for Mining Frontline Supervisors
LEAD 0030	Leadership Presence, Learning and Development for Mining Frontline Workers

SCHOOL OF DEVELOPMENTAL STUDIES

ADULT LITERACY & BASIC EDUCATION (ALBE)

OCCUPATIONS & COLLEGE ACCESS PROGRAM (OCAP)

UNIVERSITY & COLLEGE ACCESS PROGRAM (UCAP)

ADULT LITERACY & BASIC EDUCATION

Offered at all campuses and most Community Learning Centres. Some campus-based ALBE may require minimum academic requirements.

Program Description

The Aurora College School of Developmental Studies Department, *Adult Literacy and Basic Education* (ALBE) curriculum 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 enrol 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 enrol in the program as a first step toward entering a certificate, diploma, degree or trades program. Students may take ALBE courses on a full-time or part-time basis through either classroom or distance delivery.

Aurora College has developed a Continuous Quality Improvement (CQI) process to ensure the ALBE curriculum used in the ALBE and Access Programs is current and relevant.

Program Eligibility

Individuals who are at least seventeen years of age.

Applicant Assessment

Applicants must meet the program eligibility requirements. Aurora College placement tests may be administered to determine an applicant's academic levels. Applicants complete the Adult Literacy and Basic Education placement tests 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 must meet the program eligibility requirements. High school transcripts must be provided (if available) and, if necessary, Aurora College placement tests may be administered to determine an applicant's academic levels.

Program Information

1. Program delivery varies at each program location (Community Learning Centre and/or Campus).
2. 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 Literacy and Essential Skills courses may be offered as well. Not all courses are available at all locations.
3. 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. Aurora College will work with ECE to evaluate documentation.

4. Full-time and part-time students are placed in a program of study based on their interests and needs.
5. Most courses are delivered in the classroom, but some courses may be delivered through distance delivery.

Program Objectives

The ALBE program will provide the student with the following opportunities to:

1. Develop and apply technology, numeracy and literacy skills to meet personal, employment, and educational goals.
2. Develop and apply communication skills to communicate effectively and build positive relationships in education, work, and personal environments.
3. Apply critical thinking skills and engage in reflective practice to problem-solve and make decisions.
4. Develop and apply academic skills to successfully complete course requirements and to gain admission into college/university programs or employment.
5. Develop learning strategies to promote personal, professional, and academic growth and to build lifelong learning capacity.
6. Develop goal-setting and self-monitoring strategies to foster independence, perseverance, and responsibility for their own learning.
7. Explore their own culture and the history and cultures of the NWT to contribute to the development a strong cultural identity and a positive personal narrative.
8. Develop a Prior Learning Assessment and Recognition (PLAR) portfolio to achieve personal affirmation, gain employment, or obtain a NWT Secondary School Diploma.
9. Explore an alternative pathway for adult learners to earn an NWT Seconday School Diploma.

Completion Requirements

For ALBE courses levels 110 to 145, the students must achieve 60 percent or greater to complete the course. For ALBE courses levels 150 and 160, Biology 20, Chemistry 20, Physics 20 and Social Studies 20-2, Biology 30, Chemistry 30, and Physics 30, students must achieve 50 percent 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

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

ENGL 0011	ALBE English 110
ENGL 0012	ALBE English 120
ENGL 0013	ALBE English 130
ENGL 0014	ALBE English 140
ENGL 0015	ALBE English 150 (English Language Arts 30-2)
ENGL 0016	ALBE English 160 (English Language Arts 30-1)
MATH 0011	ALBE Math 110
MATH 0012	ALBE Math 120
MATH 0013	ALBE Math 130
MATH 0014	ALBE Math 140
MATH 0017	ALBE Math 145
MATH 0015	ALBE Math 150 (Math 30-2)
MATH 0016	ALBE Math 160 (Math 30-1)
SCIE 0011	ALBE Science 110
SCIE 0012	ALBE Science 120
SCIE 0017	ALBE Science 130
SCIE 0018	ALBE Science 140
BIOL 0011	Biology 20
BIOL 0012	Biology 30
CHEM 0016	Chemistry 20
CHEM 0017	Chemistry 30
PHYS 0018	Physics 20
PHYS 0019	Physics 30
SOST 0011	ALBE Social Studies 110
SOST 0012	ALBE Social Studies 120
SOST 0018	ALBE Social Studies 130
SOST 0019	ALBE Social Studies 140
SOST 0017	ALBE Social Studies 20-2
SOST 0015	ALBE Social Studies 150 (Social Studies 30-2)

SOST 0016	ALBE Social Studies 160 (Social Studies 30-1)
CAFD 0011	ALBE Career/Lifework 120/130
CAFD 0012	ALBE Career/College 130/140
PLAR 0011	ARM Portfolio Development
CAFD 0013	Foundations for Success
COMM 0014	ALBE Information and Communications Technology (ICT) 130
COMM 0015	ALBE Information and Communications Technology (ICT 140)
SOST 0010	Northern Perspectives

Financial Literacy Modules:

FINL 0020	Financial Literacy Module 1 (Household Budgeting)
FINL 0021	Financial Literacy Module 2 (Income and Taxes)
FINL 0022	Financial Literacy Module 3 (Bank Accounts)
FINL 0023	Financial Literacy Module 4 (Banking)
FINL 0024	Financial Literacy Module 5 (Credit)
FINL 0025	Financial Literacy Module 6 (Financial Planning Tools)
FINL 0026	Financial Literacy Module 7 (Consumer Awareness
FINL 0027	Financial Literacy Module 8 (Managing Debt)
FINL 0028	Financial Literacy Module 9 (Payday Loans: the Real Cost)
FINL 0029	Financial Literacy Module 10
FINL 0019	Financial Literacy Module 11 (Retirement)

(Mortgages)

Embedded Essential Skills Courses:

CAFD 0015	Introduction to Office Skills
LITO 0012	Start Your Own Small Business
LITO 0011	Small Business Funding and Marketing
EDUC 0011	Introduction to Early Learning and Child Care
BUSI 0011	Introduction to Retail and Hospitality
TRAD 0012	Construction Labourer Basics
ALLE 0011	Introduction to Northern Leadership
BUSI 0012	Introduction to Warehousing and Inventory Control
TRAD 0014	Ready to Work NWT
SOWK 0011	Introduction to Community Caregiving
LITO 0013	Literacy Skill Builders I
LITO 0014	Literacy Skill Builders II
LITO 0009	Literacy Skill Builders III
LITO 0018	Northern Perspectives
LITO 0015	Numeracy Essentials I
LITO 0016	Numeracy Essentials II
LITO 0010	Numeracy Essentials III
CMPT 0002	Digital Literacy I
CMPT 0004	Digital Literacy II

Adult Literacy & Basic Education Equivalencies

Course	# of hours	Passing Mark	Grade Equivalency
English 110	180	60% overall	Grades 1-3
English 120	180	60% overall	Grades 4-6
English 130	180	60% overall	Grades 7-9
English 140	180	60% overall	Grade 10-11
English 150	180	50% overall	Grade 12 English Language Arts 30-2
English 160	180	50% overall	Grade 12 English Language Arts 30-1
Math 110	150	60% overall, no exit exam	Grades 1-3
Math 120	150	60% overall	Grade 4-6
Math 130	150	60% overall	Grades 7-9
Math 140	150	60% overall	Grade 10 (Math 10-C)
Math 145	150	60% overall	Grade 11 (Math 20-2)
Math 150	150	50% overall	Grade 12 (Math 30-2)
Math 160	150	50% overall	Grade 12 (Math 30-1)
Career/Life Work 120/130	45	60% overall	-
Career/College 130/140	45	60% overall	-
Science 110	75	60% overall	Grades 1-3
Science 120	100	60% overall	Grades 4-6
Science 130	100	60% overall	Grades 7-8
Science 140	100	60% overall	Grades 9-10
Biology 20	125	50% overall	Grade 11
Chemistry 20	125	50% overall	Grade 11
Physics 20	125	50% overall	Grade 11
Biology 30	125	50% overall	Grade 12
Chemistry 30	125	50% overall	Grade 12
Physics 30	125	50% overall	Grade 12
Social Studies 110	75	60% overall	Grades 1-3
Social Studies 120	75	60% overall	Grades 4-6
Social Studies 130	75	60% overall	Grades 7-8
Social Studies 140	75	60% overall	Grades 9-10
Social Studies 20-2	125	50% overall	Grade 11
Social Studies 150	125	50% overall	Grade 12 Social Studies 30-2 (old 33)
Social Studies 160	125	50% overall	Grade 12 Social Studies 30-1
Information & Communication Technologies (ICT) 130	45	60% overall	Grades 7-9
Information & Communication Technologies (ICT) 140	45	60% overall	Grades 10-11

Updated December 9, 2021. Approved by Aurora College August 23, 2019 by Aurora College Vice President, Community & Extensions and Chair, Developmental Studies.

OCCUPATIONS & COLLEGE ACCESS PROGRAM

Program Description
The Occupations and College Access Program (OCAP) is under the broader umbrella of the Aurora College School of Development Studies. OCAP 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 Learning and Child Care, and Trades and Apprenticeship. OCAP prepares students to enter trades in Categories A, B and C that are offered at Aurora College.

OCAP includes a combination of 85 percent Adult Literacy and Basic Education (ALBE) and 15 percent Specialty Access Courses. The Aurora College School of Developmental Studies has developed 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 students to learn or relearn skills needed to meet employment, personal or educational goals. Participants in OCAP enrol in a program of study according to their career goals and academic levels.

The courses for every Aurora College Career Pathway may not be available at each campus. Participants mainly enrol in the program to meet prerequisite entry requirements for Aurora College certificate or trade programs. Students may enrol in this program on a full-time basis through either classroom or distance delivery.

Aurora College has developed a *Continuous Quality Improvement* (CQI) process to ensure the ALBE curriculum used in the Access Programs is current and relevant.

Program Eligibility
Individuals must be at least 17 years of age and meet specific academic prerequisites.

Applicant Assessment
Applicants must meet the program eligibility requirements and may be required to complete assessments to assess English (reading and writing) and math skills. The assessment methods 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.

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

Program Information
1. The program consists of 85 percent ALBE courses in English, Math, Science, Social Studies, and Information and Communications Technology (ICT) and 15 percent Specialty Access courses. Not all pathways are available at all locations.
2. Full-time students are placed in a program of study based on their interests and needs.
3. Most courses are delivered in the classroom, but some courses may be delivered through distance delivery.

Program Objectives
The Occupations and College Access Program 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 Learning and Child Care);
2. Achieve prerequisite courses necessary to succeed in the Category A, B, and C Trades and Apprenticeship Programs offered at Aurora College;
3. Develop study and workplace skills to prepare students to be successful in their selected post-secondary program and in their future careers;
4. Prepare students to successfully write the Trades Entrances Category A, B, C Exams;
5. Develop basic skills in specific subject areas using Adult Literacy and Basic Education curriculum (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 pathways 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 course-based learning; and
12. Upgrade academic qualifications in order to gain direct admission intocollege/university programs or employment.

Completion Requirements

For all courses, levels 130 to 140, the student must achieve 60 percent or greater to complete the course. The students must achieve 60 percent 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.

Document of Recognition

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

Curriculum

ENGL 0014	ALBE English 140
MATH 0013	ALBE Math 130
MATH 0014	ALBE Math 140
SCIE 0017	ALBE Science 130
SCIE 0018	ALBE Science 140
SOST 0018	ALBE Social Studies 130
SOST 0019	ALBE Social Studies 140
COMM 0014	ALBE Information and Communications Technology (ICT) 130
COM 0015	ALBE Information and Communications Technology (ICT) 140
TRAD 0017	Occupational Skills Development
COMM 0013	Workplace Communications
TRAD 0016	Trades Preparation II

OCCUPATIONS & COLLEGE ACCESS PROGRAM CAREER PATHWAYS

Aurora College Career Pathway	Pre-requisite for Career Pathway	Pathway Completion Requirements	Education & Training Entrance Requirements
Office Administration	ALBE English 130 ALBE Math 120	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%) COMM 0015: ALBE ICT 140 (60%) TRAD 0017: Occupational Skills Development (60%) COMM 0013: Workplace Communications (60%) **NOTE: For work placement, a criminal record check may be required.**	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%)
Personal Support Worker[2]	ALBE English 130 ALBE Math 120	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%) SCIE 0018: ALBE Science 140 (60%) TRAD 0017: Occupational Skills Development (60%) COMM 0013: Workplace Communications (60%) **NOTE: For work placement, a criminal record check and immunizations may be required.**	ENGL 0014: ALBE English 140 (60%) **NOTE: A criminal record check and Proof of Immunization are required by health care professionals and are required for acceptance into the Personal Support Worker program.**
Early Learning & Child Care[2]	ALBE English 130 ALBE Math 120 For Occupational Skills (TRAD 0017) Criminal Record Check and Proof of Immunization	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%) SOST 0019: Social Studies 140 (60%) TRAD 0017: Occupational Skills Development (60%) COMM 0013: Workplace Communications (60%) **NOTE: For work placement, a criminal record check and immunizations may be required.**	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%) **NOTE: A criminal record check and Proof of immunization are required for acceptance into Early Learning & Child Care**
Trades, Apprenticeship and Industrial Training[2,3]	ALBE English 130 ALBE Math 120	ENGL 0014: ALBE English 140 (60%) MATH 0014: ALBE Math 140 (60%) SCIE 0018: ALBE Science 140 (60%) TRAD 0017: Occupational Skills Development (60%) TRAD 0016: Trades Preparation II (60%)	**Category A, B, C Trades:** **Category A:** English 10-2/ALBE English 140 (65%); Math 10C/10-3/ALBE Math 140 (65%); and Science 10/ALBE Science 140 (60%); **OR** Trades Entrance Exam #2 (70%) **Category B:** English 20-2/Literacy 30/ALBE English 140 (60%); Math 10C/ALBE Math 140 (60%); and Science 10/ALBE Science 140 (60%) **OR** Trades Entrance Exam #5 (70%) **Category C:** English 10-2/Literacy 2 (65%)/ ALBE English 130 (60%); Math 10C/ALBE Math 140 (60%)/Math 10-3 (65%); Science 10/ Science 140 (60%) **OR** Trades Entrance Exam #3 (70%)

(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 Learning and Child Care 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.

UNIVERSITY & COLLEGE ACCESS PROGRAM

Program Description
The University and Access Program (UCAP) is under the broader umbrella of the Aurora College School of Developmental Studies. UCAP provides a combination of prerequisite and college preparation courses to enable students to enter the following Aurora College post-secondary programs: Bachelor of Science in Nursing, Practical Nurse, Business Administration, and Environment and Natural Resources Technology.

UCAP includes a combination of 85 percent Adult Literacy and Basic Education (ALBE) and Alberta Education Grade 11 and 12 courses, and 15 percent Specialty Access courses. The Aurora College School of Developmental Studies has developed the ALBE curriculum to include six levels of study. The ALBE courses in UCAP range from the 140 to 160 levels.

The Career Pathways may not be available at each campus. Participants mainly enrol in the program to meet prerequisite entry requirements for Aurora College certificate, diploma, and degree programs. Students enrol in this program on a full-time basis through either classroom or distance delivery. Distance delivery of courses may not be available every academic year.

Aurora College has developed a Continuous Quality Improvement (CQI) process to ensure the ALBE curriculum used in the Access Programs is current and relevant.

Program Eligibility
Individuals must be at least 17 years of age and meet specific academic prerequisites depending on their career pathway of choice.

Applicant Assessment
Applicants must meet the program eligibility requirements and may be required to complete assessments 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.

Program Admission
Applicants must meet the program eligibility requirements. High school transcripts must be provided and if necessary, Aurora College placement tests may be administered to determine an applicant's academic levels. Depending on the applicant's chosen pathway, they will be advised/requested to submit a criminal record check and/or immunization record.

Program Information
1. Access program delivery varies at each campus location.
2. The program consists of 85 percent score courses in English, Math, Science, Social Studies, and Prior Learning Assessment Recognition (PLAR) Portfolio Development and 15 percent Specialty Access courses. Not all courses are available at all locations.
3. 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 attained 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 Adult Recognition Model (ARM) Evaluation Committee for review.
4. Full-time students are placed in a program of study based on their interests and needs.
5. Most courses are delivered in the classroom, but some courses may be delivered through distance delivery.
6. Students attend all scheduled classes in accordance with College and/or Program policy.

Program Objectives
The University and College Access Program will provide the students with opportunities to:
1. Achieve prerequisite courses for entry into post-secondary programs at Aurora College (Bachelor of Science in Nursing, Practical Nurse, Business Administration, Aviation Business, and Environment and Natural Resources Technology);
2. Develop writing and research skills to prepare students to be successful in the post-secondary program of their choice;
3. Develop basic skills in specific subject areas using Adult Literacy and Basic Education (ALBE) curriculum (levels 140 to 160);
4. Expand critical and creative thinking skills;

5. Acquire skills, knowledge and attitudes needed to meet personal, employment, or educational goals;
6. Explore a range of learning experiences;
7. Apply new knowledge to different situations;
8. Develop career pathways leading directly to employment or entry into post-secondary programs through the study of carefully chosen courses;
9. Identify skills, knowledge and attitudes acquired through life experiences as well as course-based learning;
10. Develop a Prior Learning Assessment and Recognition (PLAR) portfolio, which can be used for personal affirmation, employment or accredited course equivalencies; and
11. Explore an alternative pathway for adult learners to earn an NWT Secondary School Diploma.

Completion Requirements

For all courses levels 140 to 145, the student must achieve 60 percent or greater to complete the course.

For levels 150 and 160, Biology 30, Chemistry 30, Physics 30, Social Studies 20-2 and Social Studies 30-2, the student must achieve 50 percent or greater to complete the course. The student must achieve 50 percent or greater to complete the two UCAP Specialty 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 page 45.

Document of Recognition

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

ENGL 0015	ALBE English 150 (English Language Arts 30-2)
ENGL 0016	ALBE English 160 (English Language Arts 30-1)
MATH 0014	ALBE Math 140
MATH 0017	ALBE Math 145
MATH 0015	ALBE Math 150 (Math 30-2)
BIOL 0011	ALBE Biology 20
BIOL 0012	ALBE Biology 30
CHEM 0016	ALBE Chemistry 20
CHEM 0017	ALBE Chemistry 30
PHYS 0018	ALBE Physics 20
PHYS 0019	ALBE Physics 30
SOST 0019	ALBE Social Studies 140
SOST 0017	ALBE Social Studies 20-2
SOST 0015	ALBE Social Studies 150 (Social Studies 30-2)
PLAR 0011	ALBE PLAR Portfolio Development
COMM 0015	ALBE Information and Communications Technology (ICT) 140
ENGL 0018	College Composition
ENGL 0019	College Research

UNIVERSITY & COLLEGE ACCESS PROGRAM CAREER PATHWAYS

Aurora College Career Pathway	Pre-requisite for Career Pathway	Pathway Completion Requirements	Education & Training Entrance Requirements
Business Administration, Aviation Business	English 20-2 and Math 10C or ALBE English 140 and ALBE Math 140	ENGL 0015: ALBE English 150 (50%) MATH 0015: ALBE Math 150 (50%) SOST 0017: Social Studies 20-2 (50%) COMM 0012: ALBE ICT 140 (60%) ENGL 0018: College Composition (50%) ENGL 0019: College Research (50%)	ENGL 0015: ALBE English 150 (50%) MATH 0015: ALBE Math 150 (50%)
Nursing (Bachelor of Science in Nursing or Practical Nurse)	English 20-2 or ALBE English 140 ALBE Math 130 ALBE Science 140 or Science 10	ENGL 0015: ALBE English 150 (50%) MATH 0017: ALBE Math 145 (60%) BIOL 0012: Biology 30 (50%) ENGL 0018: College Composition (50%) ENGL 0019: College Research (50%)	ENGL 0015: ALBE English 150 (65%) MATH 0017: ALBE Math 145 (65%) BIOL 0012: Biology 30 (65%) **NOTE: A criminal record check is required for acceptance into the Nursing Program**
General Studies (pathway to Bachelor of Education and Bachelor of Social Work)	English 20-2 or ALBE English 140 ALBE Math 140 or Math 10C ALBE Science 140 or Science 10	ENGL 0015: English 150 (30-1) (50%) MATH 0015: ALBE Math 150 (50%) SOST 0015: Social Studies 150 (50%) BIOL 0012: Biology 30 (50%) ENGL 0018: College Composition (50%) ENGL 0019: College Research (50%)	ENGL 0015: ALBE English 150/English 30-12 (65%) MATH 0015: ALBE Math 150/Math 30-2 (65%) BIOL 0012/Biology 30 **or** CHEM 0017/Chemistry 30 **or** PHYS 0019/Physics 30 (65%) SOST 0015: Social Studies 150/Social Studies 30-2 **NOTE: Final grade requirements may vary among different southern colleges/universities.**
Environment & Natural Resources	English 20-2 and Math 10C or ALBE English 140 ALBE Math 140 ALBE Science 140 or Science 10	ENGL 0015: ALBE English 150 (50%) MATH 0015: ALBE Math 150 (50%) BIOL 0012: Biology 30 (50%) or BIOL 0017: Chemistry 30 (50%) ENGL 0018: College Composition (50%) ENGL 0019: College Research (50%)	ENGL 0015: ALBE English 150 (65%) MATH 0015: ALBE Math 150 (65%) BIOL 0012: Biology 30 (65%) or Physics 30 or Chemistry 30 (65%) **Note: Applicants are required to possess or be eligible to obtain a valid Firearms Acquisition and Possession License. Applicants should be physically and mentally fit and prepared for the rigours of field work.**

(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.

SCHOOL OF EDUCATION

EARLY LEARNING & CHILD CARE CERTIFICATE & DIPLOMA

CERTIFICATE OF ADULT EDUCATION

EARLY CHILDHOOD DEVELOPMENT CERTIFICATE

The Early Childhood Development (ECD) program has been retired. Students who were previously enroled in this program may be able to continue in the Early Learning and Child Care (ELCC) program and should contact the Program Head directly to discuss options.

BACHELOR OF EDUCATION

We plan to introduce a Bachelor of Education (BEd) degree beginning in Fall 2026. In anticipation, we are offering a General Studies diploma beginning in Fall 2024, which will prepare students to enter the BEd program and other degree and diploma programs. Students interested in BEd are encourage to apply to General Studies.

EARLY LEARNING & CHILD CARE

Program Description

The two-year Early Learning and Child Care (ELCC) Diploma program is designed to prepare students to become educators of young children in a variety of early learning settings, including community early learning centres, home day cares, Head Start programs, and Junior Kindergarten/Kindergarten. Students develop the knowledge and skills necessary to work with families, community stakeholders and other professionals to support children's learning and development.

Emphasis in the program is on the development of inclusive play-based curriculum for children from birth to age 11 with a focus on adapting Indigenous languages, cultures and traditions across the entire curriculum core and delivery model. Students benefit from opportunities to observe the application of best practices and to apply their knowledge in real-world settings as they participate in field placements.

First year courses will allow students to develop a grounding in general early childhood care and learning principles so that graduates can function as assistants in any early childhood setting with moderate support.

Second year courses will help students to develop the knowledge, experience and confidence to function independently as classroom leads in an early childhood setting, with minimal to no additional support required by employers outside of the normal organizational policies and procedures.

The Early Learning and Child Care program is designed to be flexible and accessible. It can be taken full-time onsite or part-time through distance learning. The curriculum was developed to be reflective of the needs of the community. The part-time distance delivery is set up to meet the needs of working Early Learning professionals as well as non-professionals who may want to increase their knowledge and skills through individual courses.

Program Eligibility

Applicants may be admitted into the Early Learning and Child Care program based on one of the following pathways: academic, previous early childhood studies, or mature student/experiential pathways.

Academic Pathway

Applicants may be considered for admission who have:
- A passing grade in English 10-2

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) in the Early Learning and Child Care Pathway may also be considered for admission if they have:
- A passing grade in English 140

Equivalencies and other post-secondary education may be considered.

Previous Early Childhood Studies

Applicants who have previously completed courses or programs successfully through Aurora College or other post-secondary institutions will be considered for admission. Students who have successfully completed part-time courses in the Aurora College Early Childhood Development or Early Learning and Child Care program will be considered for admission.

All credit courses leading to the completion of either the ELCC, or the former ECD program certificate must have been taken within ten years of the date of issuance of the College certification. Students or applicants who apply to the ELCC Program with previous courses dated prior to 2017 should consult with the Registrar for clarification on whether or not these courses can be accepted.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience such as working in the early childhood field may be considered for admission on an individual basis. Eligibility for the program may be determined through an interview and a placement test or other assessment of written communication. The applicant may be required to submit a resume or other evidence of relevant work/life experience. Knowledge of an Indigenous language and culture may be considered an asset for admission.

Regardless of the pathway for admission, all applicants must submit:
- Official transcripts from high school and post-secondary education, as applicable.
- One letter of interest written by the applicant that demonstrates their interest and experience in a career in the early child care and education field.
- Two letters of reference which demonstrate initiative, a positive attitude, and a genuine interest in working with young children
- A satisfactory* Criminal Records and Vulnerable Sector Check
- A copy of immunization records showing proof of compliance with the NWT Immunization Schedule published by the Department of Health and Social Services, and evidence of tuberculosis screening (*per GNWT Child Day Care Standards Regulation*).

* A record of certain offences may prevent candidates from completing all elements of the program, in particular, working with children, securing work practicum placements (see *Aurora College Policy*

C.21 Practicums/Internships). As the program is experientially based, including embedded work with young children, a satisfactory Criminal Records and Vulnerable Sector Check is mandatory for admission to the program.

Depending on the applicant's pathway, they may be requested to submit:
- A resume or other evidence of relevant work/life experience.
- Evidence of knowledge of an Indigenous language or culture.

Applicant Assessment

Applicants will be admitted based on the program's eligibility requirements/pathways, the applicant's interview and written assessment, space availability, and whether they display initiative, a positive attitude and a genuine interest in working with young children. Individuals entering the program may come from a broad range of social development fields or be interested in healthy child development.

Students who have completed the Aurora College Early Childhood Development Certificate may be admitted to the second year of the Early Learning and Child Care Diploma. Students who have successfully completed four part-time courses in the Early Childhood Development or Early Learning and Child Care programs in person or by distance, may be admitted to the program.

Students from other Early Childhood Certificate programs in Canada, seeking entrance into the Diploma program, will be assessed for transfer credit on a course-by-course basis based upon official transcripts and course outlines/syllabi from other Canadian approved post-secondary institutions. Students seeking transfer credit will be required to follow the process defined in *Aurora College Policy C.01 Transfer Credit*.

Program Admission

Priority may be given to applicants who have successfully completed at least four part-time in-person or distance courses in the Aurora College Early Childhood Development or Early Learning and Child Care program to permit them to complete the certificate and/or diploma requirements.

Additionally, applicants who are currently enroled in the Aurora College Occupations and College Access Program

(OCAP) Early Learning and Child Care Pathway at Aurora College will be given priority in the selection process if they have submitted a complete** application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

Program Information
Transfer Agreements
Most courses completed within this program have transferability to the following post-secondary Early Learning and Child Care programs:
-        Yukon University

Employment Options
Students who successfully complete all requirements of year one may be eligible to receive the Early Learning and Child Care Certificate. They can potentially find work 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, Indigenous organizations, community agencies or the Government of the Northwest Territories.

Students who successfully complete all requirements of year two of the Early Learning and Child Care Diploma can potentially find work as Junior Kindergarten teachers, Aboriginal Head Start teachers, nursery school teachers, managers in daycare centres, playgroups, 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.

Working titles include daycare worker, childcare teacher, family daycare provider, nursery teacher, special needs worker, Kindergarten assistant or aide, child life worker, early childhood educator, and more. The demand for trained early childhood teachers is great and is connected to many leadership roles.

Pre-Requisite/Co-Requisite Requirements
Course pre- or co-requisite requirements may be waived in exceptional circumstances. Permission must be granted by the Chair, School of Education, or designate, who will consult with the course instructor.

Program Objectives
The two-year Early Learning and Child Care Diploma Program is designed to prepare students to become educators of young children in a variety of early childhood settings, including community early learning centres, home day cares, head start programs, and Junior-Kindergarten/Kindergarten teachers. Students develop the knowledge and skills necessary to work with families, community stakeholders and other professionals to support children's learning and development. Emphasis is on the development of inclusive play-based curriculum for children from birth to age 11 with a focus on adapting Indigenous languages, cultures and traditions across the entire curriculum core and delivery models. Students benefit from opportunities to observe the application of best practices and to apply their knowledge in real-world settings as they participate in field placements.

The Early Learning and Child Care Diploma program builds on the success of Aurora College's face-to-face early childhood development program offerings. The two-year ELCC Diploma program is designed to enable graduates to:

1.   Improve the level of care and education to children from birth to 11 years of age with a focus on the critical developmental years from birth to six years of age;
2.   Enhance the preservation and promotion of Indigenous cultures, languages and traditional values;
3.   Support families in their search for high quality early learning and child care services to promote the well-being of their children while they work or go to school;
4.   Improve the developmental outcomes of children whose social, emotional and academic future may be compromised, thereby improving children's academic outcomes and future wages, reducing income inequality and assisting in bringing many families out of poverty;
5.   Increase employment opportunities through both the development of trained professionals who can fill the demand for new educators, as well as the provision of supervision and care services that enable parents, especially women wishing to enter the workforce, to contribute to the GNWT's growing economy.

Year one of the ELCC Diploma program will provide students with a grounding in general early childhood care

and learning principles so that graduates can function as assistants in any early childhood setting with moderate support.

At the completion of year one, 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 of 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, languages 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 of 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.

Upon successful completion of the second year of the ELCC Diploma program, graduates will have the knowledge, experience and confidence to function independently as classroom leads in any early childhood setting, with minimal to no additional support required by employers outside of the normal organizational policies and procedures. This would include the advanced ability to:

- Design and implement high quality care and learning curriculum programs and pedagogies for children birth to eleven years of age and their families, with a special focus on the foundational years of birth to six;
- To creatively administer these programs so as to preserve and promote Indigenous languages, cultures

and traditional knowledge;
- Establish and maintain inclusive early learning environments that support diverse, equitable and accessible developmental and learning opportunities for all children and their families;
- Establish and maintain responsive relationships with individual children, groups of children, families, colleagues and community partners;
- Assess, develop and maintain safe, healthy and quality early learning environments which meet the requirements of current legislation, agency policies and evidence-based practices in early learning;
- Prepare and use professional written, verbal, nonverbal and electronic communications when working with children, families, colleagues, employers, and community partners;
- Select and use a variety of screening tools, observation and documentation strategies to review, support and promote children's learning across the continuum of early childhood development;
- Design, implement and evaluate inclusive and play-based early learning curriculum and programs that support children's holistic development and are responsive to individual children's and groups of children's observed abilities, interests and ideas;
- Apply a developing personal philosophy of early learning in accordance with ethical and professional standards of early childhood education practice;
- Advocate for quality early learning environments and collaborate with members of the early learning team, families and community partners to establish and promote such settings;
- Engage in reflective practice, develop learning goals and maintain an ongoing professional development plan in accordance with evidence-based practices in early learning and related fields.

Completion Requirements
Students may exit the face-to-face diploma program with either a one-year Certificate or two-year diploma.

Early Learning and Child Care Certificate completion
Students must successfully complete the required 34 credits of course work. Students admitted to the program PRIOR to July 1, 2017, will be required to meet the Certificate course completion requirements identified in the approved Early Childhood Development program outline signed by the President, Aurora College, in November 2014.

Early Learning and Child Care Diploma completion
Students must successfully complete a certificate year

and the required 37 credits of course work identified in the diploma year (Program 140, 200 level courses).

Documents of Recognition
Aurora College Early Learning and Child Care Certificate
Aurora College Early Learning and Child Care Diploma

Curriculum
Certificate Courses:

ELCC 0101	Cultural Compentency in Early Learning and Child Care I
ELCC 0102	Introduction to Early Learning and Child Care
ELCC 0103	Child Growth and Development
ELCC 0104	Health, Safety and Nutrition
ELCC 0105	Child Observation and Assessment
ELCC 0106	Developing and Understanding Self-Esteem for Self and Children
ELCC 0107	Interpersonal Communication Skills
ELCC 0108	Learning Through Play
ELCC 0109	Field Placement I
ELCC 0110	Field Placement II

Diploma Courses:

ELCC 0201	Cultural Compentency in Early Learning and Child Care II
ELCC 0202	Planning for Play I (Early Years)
ELCC 0203	Planning for Play II (Pre-school Years)
ELCC 0204	Planning for Play III (School-age Years)
ELCC 0205	Philosophy of Early Learning and Child Care
ELCC 0206	Ecology of the Family and Community
ELCC 0207	Exceptional Children
ELCC 0208	Human Growth and Development
ELCC 0209	Critical Issues in Early Learning and Child Care
ELCC 0210	Leadership, Teambuilding, and Administration for Early Learning
ELCC 0211	Field Placement III
ELCC 0212	Field Placement IV

CERTIFICATE IN ADULT EDUCATION

Program Description
The Aurora College Certificate in Adult Education (CAED) program provides educators with the tools to meet the diverse needs of learners in campus and community settings. This six-course certificate integrates educational philosophy, theory, and principles into participants' own practice. Participants will critically reflect on the design, delivery, and assessment of learning environments, lessons, and courses as they evolve their practice. The program provides opportunities to explore the ethical use of educational technology and remote learning strategies. There is a practical focus to courses within the certificate that allows participants the opportunity to apply current topics in education to their own practice. Graduates of CAED will be equipped to design and deliver adult learning opportunities that address diverse learner needs.

Program Eligibility
Applicants may be admitted into the CAED program based on either an internal applicant pathway or an external applicant pathway.

Internal applicants:
Applicants who are staff (instructional or non-instructional) for Aurora College will be admitted into the CAED program subject to space availability and approval of their direct supervisor.

External applicants:
All external applicants must submit:
- Official transcripts demonstrating, at a minimum, a high school diploma including credit for English 30-2 (or equivalency)
- A one-page letter of interest demonstrating a strong interest in the field of adult education.
- Two letters of reference.

Regardless of pathway for admission:
The Instructional Skills Workshop (GEN 0042 or completion of an ISW at another institution) is a pre-requisite for entry into the program. All applicants must submit proof of completion of a certified ISW.

Applicant Assessment
All applicants, both internal and external, must complete an Aurora College application form and submit any required documentation to be considered for admission. Participants who have already completed post-secondary course work in adult education may have transferability into this program. Post-secondary transcripts and course syllabi/outlines will be required for evaluation. Participants seeking transfer credit will be required to follow process defined in Aurora College Policy C.01 Transfer Credit.

Program Admission
Applicants will be admitted based on the program eligibility criteria, subject to space availability. All applicants must register in the program prior to completing the first course. Requests to complete a course without registration in the program will be assessed on an ad hoc basis subject to space availability.

Program Information
The program consists of six courses and can be completed within 18 months, subject to course availability.

The program is self-paced. Elements of Instruction is the first course and Integration of Concepts in Adult Education is the final course, but the remainder of courses can be taken in any order, subject to availability. Courses may be delivered face-to-face, online

synchronously, or online asynchronously.

Refer to the CAED transfer credit and PLAR departmental practice guidelines for information about transfer credit eligibility and restrictions. Applied Topics in Northern Education and Integration of Concepts in Adult Education/ Capstone will not be considered for transfer credit or PLAR.

Program Outcomes
Upon completion of the program, graduates will be able to:
1. Design, deliver, and evaluate adult learning and teaching across multiple instructional approaches and delivery methods;
2. Integrate adult learning philosophy, theory, and principles to facilitate learning experiences that meet the needs of the diverse learners in the NWT;
3. Critically evaluate the incorporation of educational technology and remote learning into course design and delivery to address the needs of adult learners;
4. Explain how their personal philosophy of education influences their approach to course design for adult learners;
5. Integrate critical reflection strategies to ensure their learning and teaching practice remains current with developments in education, educational technology, diversity of learners, and organizational requirements.

Completion Requirements
To receive a CAED certificate, participants are required to complete all courses within five years.

Document of Recognition
Aurora College Certificate in Adult Education

Curriculum
ADED 0136	Elements of Instruction
ADED 0119	Teaching and Learning at a Distance
ADED 0135	Course Planning and Assessment
ADED 0107	Adult Learning and Teaching Theory
ADED 0137	Applied Topics in Northern Adult Education
ADED 0138	Integration of Concepts in Adult Education

SCHOOL OF HEALTH & HUMAN SERVICES

BACHELOR OF SCIENCE IN NURSING

LICENSED PRACTICAL NURSE (LPN) – BRIDGE-IN TO BSN PROGRAM

PRACTICAL NURSE DIPLOMA

PERSONAL SUPPORT WORKER CERTIFICATE

COMMUNITY HEALTH REPRESENTATIVE CERTIFICATE

BACHELOR OF SOCIAL WORK

We plan to introduce a Bachelor of Social Work (BSW) degree beginning in Fall 2026. In anticipation, we are offering a General Studies diploma beginning in Fall 2024. General Studies will prepare students to enter the BSW program and other degree and diploma programs. Students interested in BSW are encouraged to apply for General Studies.

BACHELOR OF SCIENCE IN NURSING

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 BSN program is offered through a degree-granting partnership with the University of Victoria.

Program Eligibility

Applicants may be admitted into the Bachelor of Science in Nursing program based on one of the following pathways: academic and previous nursing studies.

Academic Pathway

Applicants may be considered for admission who have a minimum final grade of 65 percent in each of:

- English 30-2;
- Math 20-2;
- Biology 30; and
- one of Biology 20 or Chemistry 20 or Physics 20.

Applicants who have completed the Aurora College University and College Access Program (UCAP) in the Nursing Pathway may also be considered for admission if they have a minimum final grade of 65 percent in each of:

- Aurora College English 150;
- Aurora College Math 145;
- Biology 30; and
- One of Biology 20, Chemistry 20 or Physics 20.

Equivalencies and other post-secondary education may be considered.

Previous Nursing Studies

Students who have successfully completed nursing courses may be eligible to receive transfer credit. Applicants who have taken Aurora College courses in Practical Nurse may have the opportunity to use those courses or combination of courses as Internal Transfer Credit in the BSN program. Additionally, applicants who are registered licensed practical nurses who complete the Aurora College LPN Bridge-In Program with a passing grade of 65 percent will be eligible for admission into year 2 of the program.

Regardless of the pathway for admission, all applicants must:

- Submit official transcripts from high school and post-secondary education, as applicable.
- Submit a letter from a work or school related reference that highlights the applicant's preparedness for an academically challenging program and for a career as a Registered Nurse.
- Submit a letter of interest indicating why they are pursuing a career in nursing
- Submit a copy of immunization records showing proof of compliance with the NWT Immunization Schedule published by the Department of Health and Social Services, and evidence of tuberculosis screening.**

** A record of certain offences may prevent candidates from completing all elements of the program, in particular, working with clients and securing practicum placements (see *Aurora College Policy C.21 Practicums/ Internships*). As the program is practice based, including working with clients, a satisfactory Criminal Records and Vulnerable Sector Check is mandatory. ** Prior to working with clients, students must have submitted their Criminal Records and Vulnerable Sector Check, proof of Heart & Stroke Foundation Basic Life Support or St. John Ambulance Level C CPR/First Aid certification or equivalence, and an up-to-date immunization record. These are typically required to be submitted by the end of September in year 1 and reviewed annually for currency.

Depending on the applicant's pathway, they may be advised/requested to submit:
- A resume or other evidence of relevant work/life experience.

Applicant Assessment

Applicants must complete an Aurora College application form, submit official transcripts (high school and post-secondary), a letter of reference and a letter of interest to be considered for admission. The Bachelor of Science in Nursing program is in high demand. Applicants are encouraged to apply early and submit all required and requested documentation.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (65 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in nursing or related courses such as Practical Nursing may have transferability into this program. Post-secondary transcripts and course syllabi/ outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in *Aurora College Policy C.01 Transfer Credit*.

Program Admission

Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Indigenous persons, long-term residents of the NWT*, and graduates of the UCAP Nursing Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete** application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

* 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.

** A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

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; demonstration of the physical abilities required of a health care environment; sensory perception abilities; and ability to work in challenging environments (RNANT/NU, 2023). 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* (RNANT/NU, 2023) from (www.CANNN.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:

1. Promote health and well-being by providing quality nursing care across a variety of contexts and with diverse populations.
2. Be accountable and ethical Registered Nurses who provide care and make decisions based on relationships with others, nursing knowledge and other forms of inquiry.
3. Demonstrate leadership that influences Registered Nursing practice and health care at professional, social, environmental, economic, and political levels by anticipating and responding to the changing needs of society.
4. Engage in intentional critical inquiry and self-reflection to facilitate life-long learning.

5. Contribute Registered Nursing knowledge and voice to interprofessional and team-based collaborations to optimize health outcomes and strengthen health services and systems.
6. Registered Nursing Practice will be shaped by understanding the historical and current social realities that result in anti-Indigenous racism, and which negatively impact Indigenous health and well-being. This curriculum is committed to enacting the principles of the *Truth and Reconciliation Commission* (TRC) and the *United Nations Declaration on the Rights of Indigenous Peoples* (UNDRIP).

Completion Requirements

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

Curriculum

HLTH 0105	Health and Healing I: Living Health
NURS 0121	Professional Practice I: Introduction to the Profession of Nursing
NURS 0122	Relational Practice I: Self and Others
NURS 0123	Nursing Practice I: Introduction to Nursing Practice
ENGL 0110	Academic Reading and Writing
HLTH 0141	Health Sciences I
HLTH 0106	Health and Healing II: Health Indicators
NURS 0124	Professional Practice II: Introduction to the Discipline of Nursing
NURS 0125	Nursing Practice II: Coming to Know the Client
HLTH 0142	Health Sciences II
NURS 0126	Non-Nursing Social Sciences Elective
or	
PSYC 0290	Introduction to Psychology
NURS 0127	Consolidated Practice Experience I
HLTH 0107	Health and Healing III: Health Challenges/Healing Initiatives
NURS 0222	Relational Practice II: Creating Health-Promoting Relationships
NURS 0117	Nursing Practice III: Promoting Health and Healing
HLTH 0243	Health Sciences III

HLTH 0108	Health and Healing IV: Health Challenges/Healing Initiatives
NURS 0213	Professional Practice III: Nursing Ethics
NURS 0118	Nursing Practice IV: Promoting Health and Healing
HLTH 0244	Health Sciences IV
NURS 0152	Non-Nursing Social Sciences Elective **or**
HLTH 0295	Health Psychology Across the Life Span
NURS 0262	Consolidated Practice Experience II
HLTH 0304	Health and Healing V: Complex Health Challenges/Healing Initiatives
NURS 0323	Relational Practice III: Connecting Across Difference
NURS 0417	Nursing Practice V: Promoting Health and Healing
INDG 0211	Indigenous Peoples of the NWT
HLTH 0306	Health and Healing VI: Global Health Issues (NURS 342)
HLTH 0307	Health and Healing VII: Promoting Community and Societal Health (NURS 350)
NURS 0314	Professional Practice IV: Nursing Inquiry (NURS 341)
NURS 0336	Nursing Practice VI: Promoting Health of Communities and Society (NURS 351)
NURS 0363	Consolidated Practice Experience III (NURS 370)
NURS 0415	Professional Practice V: Leadership in Nursing (NURS 430)
NURS 0416	Professional Practice VI: Nursing Research (NURS 360)
NURS 0437	Nursing Practice VII: Engaging in Leadership (NURS 431)
NURS 0471	Nursing Elective (NURS 482 – Pharmacology)
NURS 0470	Consolidated Practice Experience IV (NURS 470)
NURS 0475	Consolidated Practice Experience V (NURS 475)
NURS 0491	Nursing Practice VIII Transitioning to BSN Graduate (NURS 491)

LICENSED PRACTICAL NURSE – BRIDGE-IN (TO BSN) PROGRAM

Program Description

This program offers a bridge course for LPNs. This course is offered by distance. Upon successful completion, LPNs can enter into Year 2 of the BSN program. The BSN program is offered face-to-face.

Program Eligibility/Assessment

Applicants must submit:
- Aurora College application;
- Proof of a Canadian Practical Nurse license;
- Practical Nurse Program transcripts that indicate achievement of diploma;
- Work-related reference; and
- Resume that indicates a minimum of one year experience as a LPN.

Aurora College recognizes prior learning which has taken place in formal learning experiences or through employment. Licensed Practical Nurses who are interested in exploring prior learning should speak to the Senior Instructor regarding recognition of prior learning.

Program Admission

- LPNs will be considered for admission every year
- See BSN program for further details.

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

Completion Requirements

All course work must be successfully completed.

Program Information

- Complete the LPN Bridge-In Course NURS 0255 with a final grade of 65 percent
- LPN – Bridge-In students enter Year 2 of the BSN Program

Program Objectives

LPN Bridge-In Course NURS 0255:
- Introduces the philosophy and curriculum concepts of the Bachelor of Science in Nursing (BSN) program
- Introduces the registered nursing profession
- Prepares transition from LPN to BSN

See BSN program for courses and requirements for years 2, 3 and 4.

Completion Requirements
See BSN program for further details.

Document of Recognition
See BSN program for further details.

Curriculum
NURS 0255   LPN to BSN Bridge-In Course

PRACTICAL NURSE DIPLOMA

(Next year-one intake Fall 2025)

Program Description
This program provides students with the knowledge and skills needed to enter employment as beginning practitioners. Upon successful completion of the program, students will be eligible to write the Canadian Practical Nurse (PN) Registration Exam (CPNRE). Upon successful completion of these examinations the student will be eligible to apply for licensure with the Government of the Northwest Territories.

Courses are offered in a combination of settings including classroom, laboratory, and clinical practice. The program covers concepts and skills related to health and nursing, basic microbiology, human anatomy, physiology and pathophysiology, human growth and development, psychology, and nursing theory. In recognition that the North is culturally diverse, the constructs of Traditional Knowledge and health/healing practices are woven throughout the curriculum. Clinical practicums occur in a wide variety of settings throughout the Northwest Territories. Students may need to travel to meet program requirements.

Program Eligibility
Applicants may be admitted into the Practical Nursing program based on one of the following pathways: academic and previous nursing education.

Academic Pathway
Applicants may be considered for admission who have a minimum final grade of 60 percent in each of:
• English 30-2;

• Math 20-2; and
• Biology 30.

Applicants who have completed the Aurora College University and College Access Program (UCAP) in the Nursing Pathway may also be considered for admission if they have minimum final grades of 60 percent in each of:
• Aurora College English 150;
• Aurora College Math 145; and
• Biology 30.

Equivalencies and other post-secondary education may be considered.

Previous Nursing Education
Students who have successfully completed nursing courses may be eligible to receive transfer credit.

Regardless of the pathway for admission, all applicants must:
• Submit official transcripts from high school and post-secondary education, as applicable.
• Submit a letter from a work or school related reference that highlights the applicant's preparedness for an academically challenging program and for a career as a Licensed Practical Nurse.
• Submit a satisfactory* Criminal Records with Vulnerable Sector Check.**
• Submit a copy of immunization records showing proof of compliance with the NWT Immunization Schedule published by the Department of Health and Social Services, and evidence of tuberculosis screening.**

* A record of certain offences may prevent candidates from completing all elements of the program, in particular, working with clients and securing practicum placements (see *Aurora College Policy C.21 Practicums/Internships).* As the program is practice based, including working with clients, a satisfactory Criminal Records and Vulnerable Sector Check is mandatory.

** Prior to working with clients, students must have submitted their Criminal Records and Vulnerable Sector Checkand current immunization record. These are typically required to be submitted by the end of September.

Depending on the applicant's pathway, they may be advised/requested to submit:

• A resume or other evidence of relevant work/life experience.
• A letter outlining why they should be considered for priority admission based on the criteria outlined in the Program Admission section below.

Applicant Assessment

Applicants must complete an Aurora College application form, submit official transcripts (high school and post-secondary), and a letter of reference to be considered for admission.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (60 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in practical nursing or related courses may have transferability into this program. Post-secondary transcripts and course syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in **Aurora College Policy C.01 Transfer Credit.**

Program Admission

Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Indigenous persons, long-term residents of the NWT*, and graduates of the UCAP/Nursing Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete** application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

* 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.

** A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application).

Program Information

This is a two-year diploma program, which includes fall, winter and spring semesters in both years.

The Aurora College PN program follows the Requisite Skills and Abilities of the Canadian Council for Practical Nurse Regulators (CCPNR). The nursing practice environment requires the practical nurses 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 (CCPNR, 2013). Applicants who question whether they have the skills and abilities to apply and successfully progress through the Practical Nurse program should contact the program to determine if practical 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 Practical Nurse in Canada; Requisite Skills and Abilities (CCPNR, 2013) from www.ccpnr.ca.

The Practical Nurse program is practice-based; clinical experiences are mandatory. This may require working days, evenings, nights, weekends, and statutory holidays.

Due to the limited availability and nature of clinical placements, students may need to relocate for clinical experiences.

Program Objectives

The purpose of the program is to prepare graduates who are able to provide health care services that meet the unique needs of the Northwest Territories. The successful completion of the PN program will enable the graduate to:

1. Assess, plan, implement, and evaluate care for clients as an entry level practical nurse;
2. Demonstrate leadership and critical thinking skills as accountable practitioners working with individuals and families in community and facility settings;

3. Collaborate with the health care team to provide culturally safe, holistic care across the life span;
4. Demonstrate commitment to lifelong learning and professional growth; and
5. Demonstrate entry to Practice Competencies for Licensed Practical Nurses established by the Canadian Council for Licensed Practical Nurse Regulators (CCPNR).

Completion Requirements

Students are required to complete all courses and assignments in the program. The pass mark for all courses is 60 percent.

The diploma must be completed within five years. Availability of courses beyond the two-year full-time offering is dependent on funding and/or recognition from another post-secondary institution offering a practical nurse program.

Document of Recognition

Aurora College Practical Nurse Diploma

Curriculum

NURS 0101	Anatomy, Physiology and Pathophysiology I
NURS 0102	Holistic Wellness, Holistic Teaching
NURS 0103	Healthy Development
NURS 0104	Ways of Being
NURS 0105	Nursing Skills: Getting Started
NURS 0106	Blending Traditions with Foundational Knowledge
NURS 0108	Anatomy, Physiology and Pathophysiology II
NURS 0109	Healing in Primary Health Care: Part I
NURS 0110	Nursing Skills: Building Practice
NURS 0111	Pharmacology for Health Care
NURS 0112	Practical Nurse Practicum I
ENGL 0110	Academic Reading and Writing
NURS 0113	Practical Nurse Consolidated Practicum I
NURS 0201	Healing in Primary Health Care: Part II
NURS 0202	The Profession in Practice
NURS 0203	Holistic Health Assessment
NURS 0204	Nursing Skills: Expanding Practice
NURS 0205	Practical Nurse Practicum II
NURS 0206	Healing in Primary Care: Part III
NURS 0207	Community Focused Nursing
NURS 0208	Transition to Graduate Nurse
NURS 0209	Practical Nurse Practicum III
NURS 0210	Integrative Practicum

PERSONAL SUPPORT WORKER

Program Description

The PSW program prepares people to work in a variety of community health care settings. PSWs work to promote and maintain physical, psychological, and social well-being. They work as part of the health care team providing basic care, assistance and support with activities of daily living.

Program Eligibility

Applicants may be admitted into the Personal Support Worker program based on one of the following pathways: academic, mature student/experiential and previous related studies.

Academic Pathway

Applicants may be considered for admission who:
- Are at least 18 years of age; and
- Have successfully completed English 10-2.

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) in the Personal Support Worker Pathway may also be considered for admission if they have:
- Successfully completed Aurora College English 140.

Equivalencies and other post-secondary education may be considered.

Previous Studies

Students who have successfully completed related courses may be eligible to receive transfer credit. Applicants who have completed part-time courses in the Personal Support Worker program, or who are interested in having their prior learning recognized should speak to the Aurora College Registrar or the Program Head, Health Programs, regarding transfer credits and Prior Learning Assessment and Recognition.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience may be considered for admission on an individual basis. Eligibility for the program may be determined through an interview and/or placement test. The applicant may be required to submit a resume or other relevant work/life experience.

Regardless of the pathway for admission, all applicants must:
- Submit official transcripts from high school and post-secondary education, as applicable.
- Submit a satisfactory* Criminal Records and Vulnerable Sector Check.**
- Submit a copy of immunization records showing proof of compliance with the NWT Immunization Schedule published by the Department of Health and Social Services, and evidence of tuberculosis screening.**

* A record of certain offences may prevent candidates from completing all elements of the program, in particular, working with clients and securing practicum placements (see *Aurora College Policy C.21 Practicums/Internships*). As the program is practice based, including working with clients, a satisfactory Criminal Records and Vulnerable Sector Check is mandatory. ** Prior to working with clients, students must have submitted their Criminal Records and Vulnerable Sector Check, proof of CPR/First Aid certification, and current immunization record. These are typically required to be submitted by the end of September.

Depending on the applicant's pathway, they may be advised/requested to submit:
- A resume or other evidence of relevant work/life experience.
- A letter outlining why they should be considered for priority admission based on the criteria outlined in the Program Admission section below.

Applicant Assessment

Applicants must complete an Aurora College application form, submit official transcripts (high school and post-secondary) to be considered for admission.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses. Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Students who have already completed post-secondary course work in related courses may have transferability into this program. Post-secondary transcripts and course

syllabi/outlines will be required for evaluation. Students seeking transfer credit will be required to follow process defined in *Aurora College Policy C.01 Transfer Credit*.

Program Admission

Applicants will be admitted to the program based on how well they meet the program eligibility requirements and on space availability. Indigenous persons, long-term residents of the NWT*, and graduates of the OCAP Personal Support Worker Career Pathway at Aurora College will be given priority in the selection process if they have submitted a complete** application before April 1. Priority consideration for admission will not be considered for applications received on or after April 1. Applications will be processed based on the date that their application is complete**.

* 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.

** A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application).

Program Information

The program is designed to be flexible in its format. It may be offered full-time, part-time, using online courses, or in a modular format. The curriculum of the program is designed to be reflective of the program needs of the community. Each course has core curriculum, principles and theory that can accommodate the focus of the specific community needs.

Program Objectives

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

1. Under supervision, assess, plan, implement, and evaluate care for people and families in the community;

2. Safely apply the knowledge and skills from the program in the practical area;
3. Demonstrate organizational and time management skills;
4. Practise in a safe, ethical and legally responsible manner; and
5. Integrate traditional knowledge in the care giving setting.

Completion Requirements

To receive a certificate, students are required to complete all courses, including practica, within five years.

Document of Recognition

Aurora College Personal Support Worker Certificate

Curriculum

PSW 0101	Personal Support Worker Role
PSW 0102	The Care Environment
PSW 0103	Lifespan Growth and Development
PSW 0104	Personal Care I
PSW 0105	Personal Support Worker Practicum I
PSW 0111	Wellness and Nutrition
PSW 0112	The Human Body and Common Illnesses
PSW 0121	Working in a Challenging Environment
PSW 0131	Personal Care II
PSW 0122	Personal Support Worker Practicum II
PSW 0130	Communications and Personal Development
PSW 0110	Pharmacology for Personal Support Workers
PSW 0125	Personal Support Worker Practicum III

COMMUNITY HEALTH REPRESENTATIVE CERTIFICATE

(Offered based on learning needs of Health Authorities and NWT employees currently in the CHR role)

Program Description
The Community Health Representative (CHR) program is designed to provide the graduate with a sound basic knowledge in community health education, health promotion, injury prevention and community development. The Community Health Representative graduate will be able to assess community health needs, client health education needs, and will work with the community to improve health and well-being.

Program Eligibility
Applicants must be at least 18 years of age and have successfully completed English at a grade 10 level or ALBE English equivalent.

Applicant Assessment
If a mature student applicant does not meet the program eligibility, they may be required to write an Aurora College placement test to assess reading and writing skills.

Program Admission
Applicants will be admitted to this program based on program eligibility and upon recommendation from the health authorities in the NWT.

Program Information
This program is designed to be flexible in format and delivery, and the curriculum is designed to reflect community needs. Students attain core competencies for Community Health Representatives while examining specific community needs. If the student has not worked in the role of a CHR, a consolidation field practicum is required once all course work is completed.

Program Objectives
Upon completion of the program students will:
1. Develop the knowledge, skills and judgement required of a CHR;
2. Learn to develop, implement and evaluate activities, programs and events that respond to community needs in a culturally safe manner;
3. Develop understanding, awareness and skills in health promotion and disease prevention;
4. Demonstrate professionalism and collaboration with clients and the health care team.

Completion Requirements
All course work must be successfully completed.

Document of Recognition:
Aurora College Community Health Representative Certificate
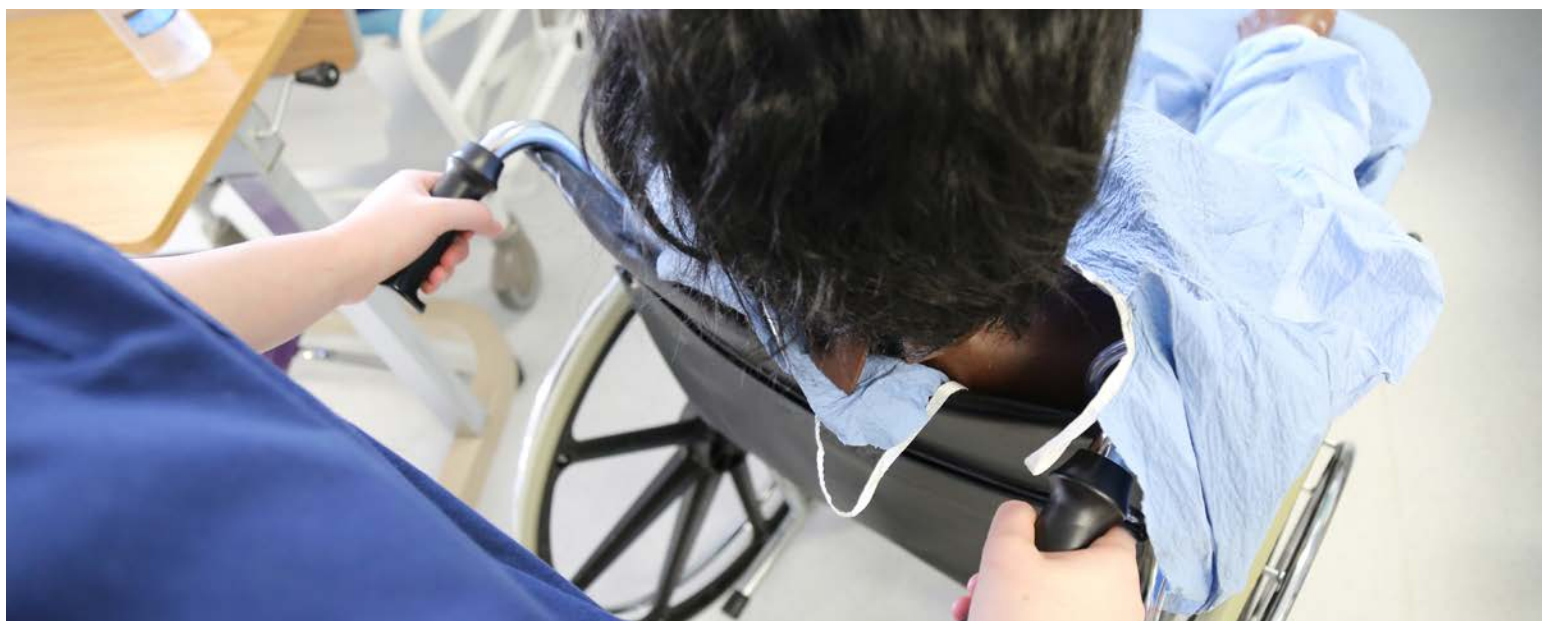
SCHOOL OF TRADES, APPRENTICESHIP & INDUSTRIAL TRAINING

APPRENTICESHIP PROGRAMS

CARPENTER ● ELECTRICIAN (CONSTRUCTION) ● HEAVY EQUIPMENT TECHNICIAN
HOUSING MAINTAINER ● PLUMBER/GASFITTER B ● OIL HEAT SYSTEMS TECHNICIAN

TRADES AND INDUSTRIAL TRAINING

NON-APPRENTICESHIP HOUSING MAINTAINER ● BUILDING TRADES HELPER ● CAMP COOK
FUNDAMENTALS OF CARPENTRY 1 ● FUNDAMENTALS OF ELECTRICAL 1
HEAVY EQUIPMENT OPERATOR ● CLASS 1 & CLASS 3 DRIVER

MINING PROGRAMS

INTRODUCTION TO THE MINING INDUSTRY ● MINERAL PROCESSING OPERATOR
● SURFACE MINER ● UNDERGROUND MINER

APPRENTICESHIP PROGRAMS

Offered at Thebacha Campus

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

- Carpenter
- Electrician (Construction)
- Heavy Equipment Technician
- Housing Maintainer
- Plumber/Gasfitter B
- Oil Heat Systems Technician

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 working 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

The Government of the Northwest Territories has recently updated the trades entrance requirements for trades offered by the Aurora College. Applicants must meet these requirements before signing an Apprenticeship contract in the NT. Admission to and successful completion of the Aurora College Fundamentals of Carptentry, or Fundamentals of Electrical programs will meet the entrance requirements. Please see the NT trades Entrance Requirements:

Electrical programs will meet the entrance requirements. Please see the NT trades Entrance Requirements:

[QR code]

NON-APPRENTICESHIP HOUSING MAINTAINER LEVELS 1-3

Program Description
The non-apprenticeship Housing Maintainer program is designed to train potential apprentices to perform preventative and on-demand maintenance, minor repairs, and modernization improvements on existing physical structures and components of buildings. Due to the nature of the work of housing maintainers, safety is taught on a continuous basis throughout this program.

This program outline is based the NWT Housing Maintainer Course Outline issued by the Government of the Northwest Territories (GNWT).

The goal of non-apprenticeship training is to prepare individuals for employment as an apprentic housing maintainer. The non-apprenticeship Housing Maintainer program at Aurora College provides all three levels of apprenticeship technical training as well as hands-on training that may be recognized if the individual gains employment as an apprentice housing maintainer.

Program Eligibility
Applicants may be admitted into the program if they meet one of the following criteria:
• English 10-2 **or** Aurora College ALBE English 140 **or** at least 65 percent in Literacy 20;
• Math 10C **or** Aurora College ALBE Math 140 **or** at least 65 percent in Math 10-3; and
• Science 10 **or** Aurora College ALBE Science 140
   OR
• at least 70 percent on Trades Entrance Exam Category 1
AND
• at least 18 years of age
• Physically fit with good hand-eye coordination

Applicant Assessment
Applicants will be assessed based on program

eligibility criteria. Applicants should be physically capable of performing the work involved in the Housing Maintainer trade, and should have a genuine desire to become a good tradesperson.

Program Admission
Applicants will be admitted based on program eligibility criteria.

Program Information
This program provides the technical training for each of the three levels that comprise the Housing Maintainer Apprenticeship as well as hands-on training to support the theory. Curriculum requirements are set by the Government of the Northwest Territories. Participants in this program must complete all three levels.

Participants are exposed to the program concepts through lectures, discussions, demonstrations, independent study, and group study. Opportunities are then given for skill development through a series of practical applications.

Program Objectives
Level 1
The objectives of this level are to enable graduates to carry out the tasks required of a Housing Maintainer in a responsible, competent and safe manner. These tasks include:
1. Describing safe work practices related to jobsite conditions.
2. Describing and identifying the tools used for heating work.
3. Describing heating systems with the focus on oil burners and warm-air appliances.
4. Reading and interpreting construction documents, including blueprints and specifications.
5. Understanding the fundamentals of electricity and performing basic electrical maintenance tasks.

Level 2
The objectives of this level are to enable graduates to carry out the tasks required of a Housing Maintainer in a responsible, competent and safe manner. These tasks include:
1. Describing and understanding safety legislation for the trade.
2. Describing and safely using tools for Hydronic Heating work.
3. Understanding heating systems; specifically the installation and servicing of hot water heating for a

single family dwelling, including boilers and trim.
4. Describing key components of the plumbing systems including fittings, piping, hangers, flush valves, and fixtures.
5. Describing the heat transfer process; and applying the process to relative pipe trades.
6. Implementing basic heat calculations relevant to the trade; utilizing both metric and imperial values.

Level 3
The objectives of this level are to enable graduates to carry out the tasks required of a Housing Maintainer in a responsible, competent and safe manner. These tasks include:
1. Describing and demonstrating safe use of tools and equipment for carpentry work.
2. Demonstrating how to utilize construction documents for planning maintenance and construction projects.
3. Describing foundation systems used in the North.
4. Performing preventative and on-demand maintenance.
5. Performing minor repairs

Completion Requirements
Theoretical and practical assignments and written examinations are used to evaluate participant progress.

Course marks are weighted based on a formula provided by Apprenticeship & Occupational Certification, Government of the Northwest Territories.

In order for a participant to pass their apprenticeship level training, they must achieve a class mark of 65 percent or greater, obtain a shop mark of 65 percent or greater and complete all course work.

A participant who fails technical training must repeat the training regardless of the result obtained on the level examinations administered by the GNWT.

"An apprentice who is absent from a trade instruction course in which he or she is enrolled for more than 5% of the total time of the course may be terminated from that course by the supervisor and be subsequently scheduled to repeat the entire course."
Article 20 (1), NWT Apprenticeship, Trade and Occupations Certification Regulations

Participants must achieve a mark of 70 percent in the GNWT-administered level examination in order to progress to the next level of technical training.

Document of Recognition:
Aurora College Record of Achievement

Curriculum
Level 1
HMNA 0151   Safety I
HMNA 0152   Tools and Equipment I
HMNA 0153   Trades Foundations I
HMNA 0154   Heating I
HMNA 0155   Electrical
HMNA 0159   Shop I

Level 2
HMNA 0251   Safety II
HMNA 0252   Tools and Equipment II
HMNA 0253   Trade Foundations II
HMNA 0254   Heating II
HMNA 0255   Plumbing
HMNA 0259   Shop II

Level 3
HMNA 0351   Tools & Equipment III and Safety
HMNA 0352   Carpentry – Planning
HMNA 0353   Carpentry – Materials
HMNA 0354   Carpentry - Concrete
HMNA 0355   Carpentry - Foundations
HMNA 0356   Carpentry - Framing
HMNA 0357   Carpentry - Roofing
HMNA 0358   Carpentry - Building Envelope
HMNA 0359   Carpentry - Exterior Finishing
HMNA 0360   Carpentry - Windows and Doors
HMNA 0361   Carpentry - Interior Finishing
HMNA 0362   Carpentry – Painting
HMNA 0369   Shop

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 Aurora College Adult Literacy and Basic Education records.
- 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:

1. Determined their personal suitability for work and continued study in the trades sector;
2. Gained knowledge and skills that will enhance their ability to function effectively within a construction setting;
3. Developed valuable employment and study skills.

Completion Requirements

Participants must complete all core courses in order to complete the program.

Document of Recognition

Aurora College Record of Participation

Curriculum

BTH 0101	Ready to Work North
BTH 0102	Trade Foundation Skills
BTH 0103	Introduction to Tools and Materials
BTH 0104	Introduction to Carpentry
BTH 0105	Introduction to Mechanical Systems
BTH 0106	Introduction to Electrical Systems

CAMP COOK

Program Description

This 12-week (360 hour) program is designed to provide students with the knowledge and skills required to work as camp cooks in a variety of industrial or institutional settings. The program structure is based on the knowledge and skill competencies outlined in the NWT Camp Cook Occupational Standards. The program content focuses on professionalism, nutrition, safety, sanitation, safe food storage, and the preparation of a vast variety of foods typically consumed in a camp setting. These include soups, sauces, meat, poultry, fish, seafood, vegetables, fruits, pastas, grains, salads, sandwiches, appetizers, breakfast foods and a variety of baked goods.

Program Eligibility

- Applicants must meet the following criteria:
- Be 18 years of age or older.
- Have successfully passed English 10-2 and Math 10-3 or equivalents.
- Submit a medical clearance form: Be screened by Public Health for T.B. (negative Mantoux test) or present an explanatory letter from Public Health stating they do not have active tuberculosis.

Applicant Assessment

The applicant must meet the eligibility requirements, and also should be:

- In good physical condition
- Able to withstand long hours of standing
- Prepared to work under pressure

- Able to work a flexible schedule
- Prepared to deal with being away from home for extended periods of time
- Self-reliant

Program Admission

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

Program Objectives

Upon completion of the program the students will be able to:
1. Follow the professional standards expected by employers in the food preparation sector;
2. Use safe kitchen practices with knives, stoves, ovens and other tools, equipment and appliances;
3. Follow prescribed personal hygiene, sanitation and food storage procedures;
4. Describe the importance of nutrition and its role in overall health;
5. Prepare a variety of baked goods typically consumed in a camp environment;
6. Prepare a variety of soups, stocks and sauces typically consumed in a camp environment;
7. Prepare a variety of meat, poultry, fish and seafood typically consumed in a camp environment;
8. Prepare a variety of vegetables, fruits, pasta and grains typically consumed in a camp environment;
9. Prepare a variety of salads, sandwiches and appetizers typically consumed in a camp environment;

Completion Requirements

The pass mark for each course is 60 percent and students are required to pass all courses in the program.

Document of Recognition

Aurora College Record of Achievement

Curriculum

COOK 0101	Food Service Professional Standards
COOK 0102	Kitchen Safety
COOK 0103	Food Health and Sanitation
COOK 0104	Basic Cooking
COOK 0105	Nutrition
COOK 0106	Breakfast Cookery
COOK 0107	Soups, Stocks and Sauces
COOK 0108	Meat, Poultry, Fish and Seafood
COOK 0109	Vegetables, Fruits, Pastas and Grains

COOK 0110	Salads, Sandwiches, and Appetizers
COOK 0111	Practical Baking

Optional Courses

COOK 0201	Camp Attendant
COOK 0203	Camp Cook Practicum

FUNDAMENTALS OF CARPENTRY 1

Program Description

The Fundamentals of Carpentry 1 program is 20 weeks in length and is designed to provide participants with the knowledge and skills to pursue entry-level employment and/or an apprenticeship in Carpentry. Students participating in the program will gain desirable employment skills that employers seek. The technical aspect of the program is delivered through a combination of classroom theory and hands-on shop work covering all the course material in the first year Carpenter Apprentice program. In addition, students will also acquire the necessary safety certifications to work in the field.

Program Eligibility

Applicants may be admitted into the Fundamentals of Carpentry program based on one of the following pathways: academic pathway or experiential/mature student pathway.

Academic Pathway

Applicants may be considered for admission who:
- Are 18 years of age or older;
- Have successfully completed English 10-2; and
- Have successfully completed Math 10C or have 65 percent or higher in Math 10-3; and
- Have successfully completed Science 10.

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) Trades Pathway and have:
- A minimum of 60 percent in Aurora College English 130; and
- A minimum of 60 percent in Aurora College Math 140; and
- A minimum of 60 percent in Aurora College Science 140.

Equivalencies and other post-secondary education may be considered.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience in the carpentry field may be considered for admission. Eligibility for the program may be determined through an interview, an assessment of English and math, a review of the applicant's resume, or other means.

Regardless of the pathway for admission, all applicants must:

- Submit official transcripts from high school and/or post-secondary education, as applicable.

Depending on the applicant's pathway, they may be requested to:

- Submit a resume or other evidence of relevant work/life experience.
- Participate in an interview.
- Complete an assessment of English and math.

Applicant Assessment

Applicants must complete and Aurora College application form and provide high school and/or other official post-secondary transcripts. Applicants are encouraged to apply early. Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses.

Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Program Admission

Applicants will be admitted to this program based on how well they meet the program eligibility requirements, on the date of application, eligibility requirements/pathways and on space availability. Program applicants must be physically capable of performing the work involved in the Carpentry trade. In the selection of students, preference will be given to students with an aptitude and a desire to be employed in the Carpentry trade.

Priority may be given to applicants who have resided in the Northwest Territories for at least one year prior to the date of the program. Additionally, applicants who are currently enroled in the Aurora College

Occupations and College Access Program (OCAP), Trades Pathway are encouraged to apply early and prior to completion of their program. To be given priority in the selection process, applicants must have submitted a complete* application. Applications will be processed based on the date that their application is complete*.

* A complete application is one in which contains all required documentation (eg. application, transcripts, letter of reference) and all requested documentation (eg. additional documentation that supports your eligibility that is requested for your application).

Program Information

The program is designed for people interested in pursuing entry-level employment and/or apprenticeship in the Carpentry field. This program will equip students with job readiness skills, theoretical knowledge, technical skill and safety training that potential employers seek giving them an advantage over others without any exposure or experience interested in the trade.

Students are exposed to the program concepts through a combination of in-class instruction, individual/group study and a hands-on shop component covering the practical applications of the trade.

Students who successfully pass this program will be eligible to write the Apprenticeship Carpenter Level 1 Exam. After becoming a registered NWT apprentice and with their employer's recommendation, students who pass the Level 1 Theory Exam will receive 480 hours work experience towards their apprenticeship.

Program Objectives

Upon successful completion of the program, students will:

1. Develop valuable employment and study skills;
2. Be prepared for employment in the workplace;
3. Describe safe work practices related to jobsite conditions;
4. Describe various building materials used in the construction industry;
5. Describe and safely use hand and power tools related to the carpentry trade;
6. Describe and identify site preparation and building layout;
7. Describe and construct residential footing forms;
8. Describe and construct residential foundation forms;
9. Describe and construct residential floor frame systems.

Completion Requirements

Students must demonstrate acceptable life skills such as punctuality, attendance, and attitude and successfully complete all portions of the program.

Students must achieve a theory mark of 65 percent or greater in each course, obtain a shop mark of 65 percent or greater and complete all assigned work.

A student who is absent for more than 5 percent of the total time of the course may be terminated from the training.

Document of Recognition

Aurora College Certificate of Completion

Curriculum

CARP 0010   Trades Readiness
CARP 0011   Safety and Building Materials
CARP 0012   Tools
CARP 0013   Site Preparation, Building Layout, Foundations and Floor Frame Systems
CARP 0014   Residential Estimating and Drawing Interpretation
CARP 0015   Shop

FUNDAMENTALS OF ELECTRICAL 1

Program Description

The Fundamentals of Electrical 1 program is 20 weeks in length and is designed to provide participants with the knowledge and skills to pursue entry-level employment and/or an apprenticeship in Electrical. Students participating in the program will gain desirable employment skills that employers seek. The technical aspect of the program is delivered through a combination of classroom theory and hands-on shop work covering all the course material in the first year Apprenticeship Electrician program. In addition, students will also acquire the necessary safety certifications to work in the field.

Program Eligibility

Applicants may be admitted into the Fundamentals of Electrical program based on one of the following pathways: academic pathway or experiential/mature student pathway.

Academic Pathway

Applicants may be considered for admission who:
•   Are 18 years of age or older;

•   Have successfully completed English 20-2; and
•   Have successfully completed Math 10C; and
•   Have successfully completed Science 10.

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) Trades Pathway and have:
•   A minimum of 60 percent in Aurora College English 140; and
•   A minimum of 60 percent in Aurora College Math 140; and
•   A minimum of 60 percent in Aurora College Science 140.

Equivalencies and other post-secondary education may be considered.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience in the electrical field may be considered for admission. Eligibility for the program may be determined through an interview, an assessment of English and math, a review of the applicant's resume, or other means.

Regardless of the pathway for admission, all applicants must:
•   Submit official transcripts from high school and/or post-secondary education, as applicable.

Depending on the applicant's pathway, they may be requested to:
•   Submit a resume or other evidence of relevant work/life experience.
•   Participate in an interview.
•   Complete an assessment of English and math.

Applicant Assessment

Applicants must complete and Aurora College application form and provide high school and/or other official post-secondary transcripts.
Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses. Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Program Admission

Applicants will be admitted to this program based on how well they meet the program eligibility requirements, on the date of application, eligibility requirements/pathways and on space availability. Program applicants must be physically capable of performing the work involved in the Electrical trade. In the selection of students, preference will be given to students with an aptitude and a desire to be employed in the Electrical trade.

Priority may be given to applicants who have resided in the Northwest Territories for at least one year prior to the date of the program. Additionally, applicants who are currently enroled in the Aurora College Occupations and College Access Program (OCAP) Trades Pathway are encouraged to apply early and prior to completion of their program. To be given priority in the selection process, applicants must have submitted a complete* application. Applications will be processed based on the date that their application is complete*.

* A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application) is received.

Program Information

The program is designed for people interested in pursuing entry-level employment and/or apprenticeship in the Electrical field. This program will equip students with job readiness skills, theoretical knowledge, technical skills and safety training that potential employers seek giving them an advantage over others without any exposure or experience interested in the trade.

Students are exposed to the program concepts through a combination of in-class instruction, individual/group study and a hands-on shop component covering the practical applications of the trade.

Students who successfully pass this program may be eligible to write the Electrician Level 1 apprenticeship exam. Successful students may be granted up to 480 hours work experience towards their apprenticeship, after becoming indentured, and with their employer's recommendation.

Program Objectives

Upon successful completion of the program, students will:

1. Develop valuable employment and study skills;
2. Be prepared for employment in the workplace;
3. Interpret the general sections of the electrical code;
4. Understand and wire basic switching control systems;
5. Read and interpret drawings and diagrams;
6. Understand basic electrical theory and circuits;
7. Work safely in the electrical field;

Completion Requirements

Students must demonstrate acceptable life skills such as punctuality, attendance, and attitude and successfully complete all portions of the program.

Students must achieve a theory mark of 65 percent or greater in each course, obtain a shop mark of 65 percent or greater and complete all assigned work.

Document of Recognition

Aurora College Certificate of Completion

Curriculum

ELEC 0010	Trades Readiness
ELEC 0011	Standard and Specific Workplace Safety
ELEC 0012	Circuit Fundamentals
ELEC 0013	Canadian Electrical Code Part I and Drawings
ELEC 0014	Lab Fundamentals
ELEC 0015	EMF Sources
ELEC 0016	Residential Applications

HEAVY EQUIPMENT OPERATOR

Program Description
Aurora College offers three programs in the Heavy Equipment Operator field.

Heavy Equipment Operator
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 up to 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). A minimum of 165 hours will be required on each piece of equipment to complete the program.

Abridged Heavy Equipment Operator
This eight-week program offers the same compulsory/core training as the full-length program, but students will receive up to 185 hours of training on one (as opposed to two) piece of heavy equipment. As per the full-length program, a minimum of 165 hours on one piece of equipment will be required to complete the program.

Introduction to Heavy Equipment Operator
This nine-week program offers the same compulsory/core training as the full-length program. Students will receive up to 100 hours of training on each of two pieces of equipment. A minimum of 90 hours on each piece of equipment will be required to complete the program.

Program Eligibility
The eligibility requirements for all three heavy equipment operator programs are the same. Applicants may be admitted into the Heavy Equipment Operator program based one of the following pathways: academic pathway or experiential/mature student pathway.

Academic Pathway:
Applicants may be considered for admission who:
* Are 18 years of age or older; and
* Have been enroled in English 10-2

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) and have successfully completed:
* Aurora College English 130

Equivalencies and other post-secondary education may be considered.

Mature Student/Experiential Pathway

Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience in the heavy equipment operator field may be considered for admission. Eligibility for the program may be determined through an interview, an assessment of reading comprehension, a review of the applicant's resume, or other means.

Regardless of the pathway for admission, all applicants must:

- Submit official transcripts from high school and/or post-secondary education, as applicable;
- Possess a valid Class 5 Driver's Licence prior to entry into the program. A probationary Class 5 Driver's Licence is not acceptable. A restricted licence may limit the applicant's training equipment and licensing potential; and
- Submit a current driver's licence abstract (can be obtained from the GNWT Department of Transportation and Vehicle Licensing Office).

Depending on the applicant's pathway, they may be requested to:

- Submit a resume or other evidence of relevant work/life experience.
- Participate in an interview.
- Complete an assessment of reading comprehension.

Based on screening in the above areas, applicants may be advised that they are "conditionally accepted". If applicants are "conditionally accepted" into the program, they may also be required to submit proof that they have passed a Class 3 or Class 1 GNWT Driver's Medical Exam.

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 Licence in the future.

Applicant Assessment

Applicants must complete an Aurora College application form, provide high school and/or other official post-secondary transcripts, and a current driver's abstract. Applicants are encouraged to apply early. Applicants who have been waitlisted for the next intake and who do not get admission, may be offered a seat in the next intake of the program.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (65 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Program Admission

Applicants will be admitted to this program based on how well they meet the program eligibility requirements, on the date of application, eligibility requirements/pathways and on space availability.

Priority may be given to applicants who have resided in the Northwest Territories for at least one year prior to the date of the program. Additionally, applicants who are currently enroled in the Aurora College Occupations and College Access Program (OCAP) are encouraged to apply early and prior to completion of their program. To be given priority in the selection process, applicants must have submitted a complete* application. Applications will be processed based on the date that their application is complete*.

Applicants who are accepted to the program after having successfully completed the program in the past so that they can learn to use different equipment will be required to complete all components of the program in their entirety again.

* A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application is received).

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 coveralls. Headgear, safety vest, and safety glasses are available for purchase by 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:

1. Competently and safely operate specific pieces of equipment at a basic entry- level for employment;
2. Perform required safety checks and maintenance on the equipment;
3. Perform basic construction procedures associated with the equipment;
4. Describe the workings of a vehicle's systems; and
5. 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.

Document of Recognition

Heavy Equipment Operator
• Aurora College Record of Achievement

Abridged Heavy Equipment Operator
• Aurora College Record of Achievement

Introduction to Heavy Equipment Operator
• Aurora College Record of Achievement

Curriculum

Compulsory/Core Courses

All HEO students must successfully complete the following courses:

HEO 0215   First Aid
HEO 0106   Introduction to Heavy Equipment

HEO 0101   Introduction to the Knowledge and Use of Heavy Equipment
HEO 0102   Introduction to Equipment Systems
HEO 0103   Preventative Maintenance Procedures
HEO 0104   Interpret Construction Survey Specifications
HEO 0105   Dual Circuit 121 Air Brake Systems

Heavy Equipment Operator Program Operating Courses

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

HEO 0110   Introduction to Operating a Crawler Tractor
HEO 0112   Introduction to Operating a Motor Grader
HEO 0113   Introduction to Operating a Front End Loader
HEO 0114   Introduction to Truck Driving – Class 3
HEO 0115   Class 1 Driver Training
HEO 0119   Introduction to Operating an Excavator

Abridged Heavy Equipment Operator Program Operating Courses

Students of the Abridged Heavy Equipment Operator Program must successfully complete one (1) of the following:

HEO 0110   Introduction to Operating a Crawler Tractor
HEO 0112   Introduction to Operating a Motor Grader
HEO 0113   Introduction to Operating a Front End Loader
HEO 0114   Introduction to Truck Driving – Class 3
HEO 0115   Class 1 Driver Training
HEO 0119   Introduction to Operating an Excavator

Abridged Heavy Equipment Operator Program

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

HEO 0310   Introduction to Crawler Tractor Operation
HEO 0312   Introduction to Motor Grader Operation
HEO 0313   Introduction to Front End Loader Operation
HEO 0314   Introduction to Truck Driving – Class 3
HEO 0315   Introduction to Class 1 Driver Training
HEO 0319   Introduction to Operating an Excavator

CLASS 1 DRIVER
ENTRY LEVEL TRAINING (ELT)
CLASS 3 DRIVER TRAINING

Course Description
Class 1
This course is designed to prepare individuals to write and pass the written and practical GNWT DMV ELT (Entry Level Training) Class 1 driver's exam & practical. The training concentrates on the operation of a tractor tri-axle side dump trailer in a construction and/or industrial environment. Students will be exposed to various operations in a construction/industrial setting in conjunction with other heavy equipment. The course focuses on safety, maintenance, and the operation of a tractor truck with tri-axle side dump equipment. This includes road safety, pre-trip planning, loading, hauling and dumping, trip planning, and effective and efficient road travel.

Class 1 Driver Training is 150 hours in length.

Class 3
This course is designed to prepare individuals to write and pass the written and practical GNWT DMV Class 3 driver's exam & practical. Work experience is based on the skills required of a driver employed at mine sites, construction sites, hamlets, towns, and cities.

Class 3 Driver Training is 150 hours in length.

Eligibility
The eligibility requirements for Class 1 and Class 3 Driver Training are the same as for the Heavy Equipment Operator programs. Applicants may be admitted based one of the following pathways: academic pathway or experiential/mature student pathway.

Academic Pathway:
Applicants may be considered for admission who:
• Are 18 years of age or older; and
• Have been enroled in English 10-2

Applicants who have completed the Aurora College Occupations and College Access Program (OCAP) and have successfully completed:
• Aurora College English 130

Equivalencies and other post-secondary education may be considered.

Mature Student/Experiential Pathway
Applicants who are 20 years or older, have been out of school for at least one year, and have relevant work/life experience in the heavy equipment operator field may be considered for admission. Eligibility for the program may be determined through an interview, an assessment of reading comprehension, a review of the applicant's resume, or other means.

Regardless of the pathway for admission, all applicants must:
• Submit official transcripts from high school and/or post-secondary education, as applicable;
• Possess a valid Class 5 Driver's Licence prior to entry into the program. A probationary Class 5 Driver's Licence is not acceptable. A restricted licence may limit the applicant's training equipment and licensing potential; and
• Submit a current driver's licence abstract (can be obtained from the GNWT Department of Transportation and Vehicle Licensing Office).

Depending on the applicant's pathway, they may be requested to:
• Submit a resume or other evidence of relevant work/life experience.
• Participate in an interview.
• Complete an assessment of reading comprehension.

Based on screening in the above areas, applicants may be advised that they are "conditionally accepted". If applicants are "conditionally accepted" into the program, they may also be required to submit proof that they have passed a Class 3 or Class 1 GNWT Driver's Medical Exam.

NOTE: 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.

Applicant Assessment
Applicants must complete an Aurora College application form, provide high school and/or other official post-secondary transcripts, and a current driver's abstract. Applicants are encouraged to apply

early. Applicants who have been waitlisted for the next intake and who do not get admission, may be offered a seat in the next intake of the program.

Applicants who are currently enroled in one or more of the required academic courses for admission are encouraged to apply early and provide transcripts that demonstrate that they are currently registered in these courses. Applicants may receive a conditional acceptance that is dependent on their successful completion of the required courses (65 percent or higher). Applicants who are conditionally accepted will be required to provide a final transcript upon completion of the required courses to be fully accepted.

Course Admission

Applicants will be admitted to this program based on how well they meet the program eligibility requirements, on the date of application, eligibility requirements/pathways and on space availability.

Priority may be given to applicants who have resided in the Northwest Territories for at least one year prior to the date of the program. Additionally, applicants who are currently enroled in the Aurora College Occupations and College Access Program (OCAP) are encouraged to apply early and prior to completion of their program. To be given priority in the selection process, applicants must have submitted a complete* application. Applications will be processed based on the date that their application is complete*.

* A complete application is one in which all required documentation (ex. application, transcripts, letter of reference) and all requested documentation (ex. additional documentation that supports your eligibility that is requested for your application is received).

Course 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 coveralls. Headgear, safety vest, and safety glasses are available for purchase by the College. All required manuals for the course are provided by the College. Attendance for all modules is compulsory.

Punctuality and attendance are an important compoent in completing this course. Unexcused absences will result in dismisal from the course.

Course Objectives

Upon successful completion of the course, the student will be able to:
1. Operate the equipment at a basic entry level for employment.
2. Understand how to competently and safely operate the equipment the student has trained on.
3. Understand and perform the required safety checks and maintenance on the equipment.
4. Perform basic construction procedures associated with the equipment.
5. Have a basic understanding of the workings of the vehicle's systems.
6. Understand and demonstrate the required employment criteria.

Completion Requirements

Students must successfully complete the compulsory/core and operational modules in their course as well as demonstrate acceptable life skills such as punctuality, attendance and professional attitude. Students must demonstrate, to the satisfaction of their instructors, that they are safety-minded and capable operators.

Documents of Recognition

Aurora College Record of Achievement

Curriculum

Class 1
TRAD 0100   Class 1 Driver Entry Level Training
Class 3
TRAD 0101   Class 3 Driver Training

INTRODUCTION TO THE MINING INDUSTRY

Program Description

The four-week (120 hour) Introduction to the Mining Industry Program will introduce participants to the mining industry in Canada and the NWT. This will include providing an understanding of careers in underground and surfacing mining and mineral processing based on the Mining Industry Human Resources Council (MIHR) National Occupational Standards. In this program, students will be introduced to the industrial workplace; mining operations in Canada and the NWT; mining career opportunities; life at NWT mines; mine safety; and mine equipment used in the northern mining environment.

Program Eligibility

To be considered for the program, applicants must meet each of the criterion listed below:

- Minimum 18 years of age prior to commencement of the training program;
- Minimum of Grade 9 Mathematics and English, and/or successful completion of Adult Literacy and Basic Education equivalents with transcripts;
- Submission of a Criminal Records Check (applicants with a criminal record will be considered subject to a case-by-case review).

Applicant Assessment

Applicants must meet the eligibility requirements stated above. Individual assessments and interviews may be required.

Employer Requirements

In addition, applicants should be aware that employers will generally be seeking candidates who:

- Meet the physical requirements to complete assigned duties as determined through approved medical testing;
- Are prepared to be away from their home communities during work rotations;
- Possess a valid driver's licence (based on employer policies); and
- Are able to meet drug screening requirements.

Program Admission

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

Program Information

The Introduction to the Mining Industry Program is designed to provide students with a thorough introduction to mining operations and careers in the NWT. The program is based on 20 days at six hours per day, for a total of 120 hours over four weeks.

The course material will focus on the NWT mining industry and potential mining careers. Other key topics will include mine safety, mining and processing operations, and mining equipment operation.

Program Objectives

The primary objective of the program is to provide a basic understanding of mining and processing operations to enable participants to make an informed choice on possible mining careers. Instruction may include guest speakers, classroom activities and other activities.

Completion Requirements

Students must:

- Complete all courses
- Attend classes and adhere to both Aurora College and program specific policies.

Document of Recognition

Aurora College Record of Achievement

Curriculum

IMNI 0101	Introduction to Mining and Mining Careers in the NWT
IMNI 0102	Geology and Orebodies
IMNI 0103	NWT Mining Methods
IMNI 0104	Mineral Processing
IMNI 0105	Caring for the Environment
IMNI 0106	Mine Facilities and Equipment
IMNI 0107	Basic Mine Safety

MINERAL PROCESSING OPERATOR

Program Description

The Mineral Processing Operator Pre-Employment training program has been designed to qualify candidates for entry-level positions in the area of mineral processing. This program was designed based on the core competencies outlined in the Mineral Processing Technician Occupational Standards (Apprenticeship and Occupational Certification division of Education, Culture and Employment, GNWT).

Program Eligibility

To be considered, applicants must meet each criterion listed below:
- Minimum Grade 9 Mathematics and English, and successful completion of the Test of Workplace Essential Skills (TOWES-G1);
- A clean criminal record (applicants with a criminal record will be considered subject to a case-by-case review by the participating diamond mine);
- Minimum 18 years of age prior to commencement of the training program; and
- Favourable references from at least two recent supervisors.

Applicant Assessment

Applicants will be assessed based on program eligibility criteria.

Program Admission

Applicants will be admitted based on program eligibility criteria.

Program Information

The program is delivered in two phases. The first phase is a 12-week classroom and shop component that focuses on Orientation to the Industrial Workplace, Safety, Operations, Equipment, Foundation Skills, and Skid-Steer training for the Mineral Processing Operator. The second component of the program is based on-site at an operating diamond mine. The on-site portion provides students with the opportunity to apply the knowledge and skills addressed in the first part of the program.

The second portion of the program is 504 hours long, beginning with a two-week rotation at the mine site, followed by two weeks off, followed by a two-week rotation at the mine site, followed by a two-week rotation off, followed by a final two-week on-rotation. While at the mine, students will be working 12 hours per day every day.

Program Objectives

Upon completion of this program, students will be able to:
1. Understand the main hazards in a mineral processing facility;
2. Understand the main stages in a mineral processing system;
3. Understand equipment and components in mineral processing;
4. Know the key duties of a mineral processing operator.

Completion Requirements

Students must successfully complete all courses in order to pass the program.

Document of Recognition:

Aurora College Record of Achievement

Curriculum

Aurora College Record of Achievement

GENI 0051	Orientation for the Industrial Workplace
MIPO 0002	Mineral Processing Safety
MIPO 0003	Mineral Processing Operations
MIPO 0004	Mineral Processing Equipment
MIPO 0005	Mineral Processing Foundations On Diamond Mine Site
MIPO 0006	Mineral Processing Site Training

SURFACE MINER

Program Description

The 12-week (360 hours) Surface Miner Program will provide participants with entry-level knowledge, skills and attitudes outlined in the Mining Industry Human Resources Council (MIHR) National Occupational Standards for Surface Miners. In this practical, hands-on program, students will be introduced to surface mining operations and mine equipment operation in northern, cold-weather environments, using both mining equipment and simulators. The course content focuses on surface mining operations, mine safety and mobile mine equipment operation. Course delivery will have both a classroom-based and practical component including learning on simulators and at the Aurora College open pit training facility.

Program Eligibility

To be considered for the program, applicants must meet each of the criterion listed below:

- Minimum 18 years of age prior to commencement of the training program;
- Minimum of Grade 9 Mathematics and English, and/or successful completion of Adult Literacy and Basic Education equivalencies with transcripts
- Submission of a Criminal Records Check (applicants with a criminal record will be considered subject to a case-by-case review)
- Completion of Aurora College Introduction to the Mining Industry Program

Applicant Assessment

Applicants must meet the eligibility requirements stated above.

Individual assessments and interviews may be required. Applicants in possession of letters of intent from prospective employers may receive preference.

Employer Requirements

In addition, applicants should be aware that employers will generally be seeking Surface Miners who:

- Meet the physical requirements to complete assigned duties as determined through approved medical testing
- Are prepared to be away from their home communities during work rotations
- Possess a valid driver's licence (based on employer policies), and
- Are able to meet drug screening requirements.

Program Admission

Applicants will be admitted to the program based upon program eligibility and/or personal interviews.

Program Information

The Surface Miner Program is designed to give students a thorough and comprehensive introduction to surface mining operations. The program is based on 60 days at six hours per day, for a total of 360 hours over 12 weeks. It will be delivered at the Thebacha Campus in Fort Smith. Components of the program will include the use of simulators and on-site training at the Aurora College Open Pit Training Site. The course material will focus on mine safety, surface mining operations and mobile mining equipment operation. Experiential learning activities will form a key component of the program, including simulator and mobile equipment operation. Students will learn to work with a partner and as part of a team. Attendance in both class and field activities is mandatory.

Program Objectives

The primary objective of the program is to produce job-ready, entry-level Surface Miner Trainees. Students will be exposed to "real life" surface mining situations through the use of mobile mining equipment and simulators. Instruction will include the use of mobile mining equipment, simulators, guest speakers from industry, classroom activities, etc.

Completion Requirements

Students must:

- Complete all courses to the satisfaction of the instructors
- Attend classes and adhere to both Aurora College and program specific policies

Document of Recognition

Aurora College Record of Achievement

Curriculum

SMNT 0101	Introduction to Surface Mining
SMNT 0102	Personal Safety
SMNT 0103	Working Safely at Site
SMNT 0104	Surface Mining Mobile Equipment
SMNT 0105	Surface Mining Hand and Power Tools
SMNT 0106	Explosives and Blasting
SMNT 0107	Emergency Preparedness

UNDERGROUND MINER

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 enrol in this program must be 18 years of age. Individual assessments and interviews may be required. Successful completion of Introduction to the Mining Industry is a pre-requisite.

Applicant Assessment

Applicants need to:
- Submit a resume
- Submit academic transcripts or Adult Literacy and Basic Education transcripts indicating a minumum Grade 9 or equivalent (applicants may be required to complete a placement test)

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.

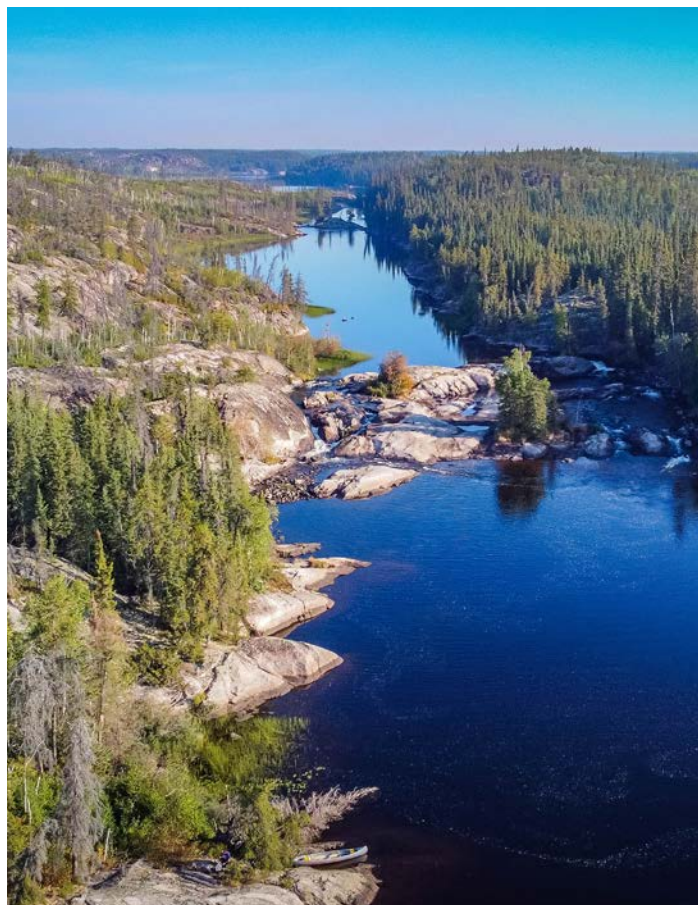## Completion Requirements

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

BTH 0101	Ready to Work North
INUM 0002	Introduction to Mine Safety
INUM 0003	Introduction to Ground Control
INUM 0004	Introduction to Manual Drilling
INUM 0005	Introduction to Muck Handling
INUM 0006	Introduction to Mine Ventilation