Columbia College’s Mission is to prepare international and Canadian students for admission to a university by providing quality academic programs in a supportive environment.

Columbia College offers first- and second-year university level courses that can lead to a Columbia College Associate Degree and are fully transferable to local universities. Columbia College also offers High School programs, including a British Columbia Ministry of Education Certified Senior Secondary Program, and an accredited English as a Second Language Program.

Membership and Accreditation

Member: Association of Registrars of Universities and Colleges of Canada (ARUCC) Colleges and Institutes Canada (CICan) Federation of Independent School Associations (FISA) Languages Canada

Founding Member: International Student Safety Project (ISSP)

Associate Degree programs are offered under the written consent of the Minister of Advanced Education effective September 2004 (and renewed in September 2009, August 2014, and August 2019) having undergone a quality assessment process and been found to meet the criteria established by the Minister. Nevertheless, prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs (for example, acceptable to potential employers, professional licensing bodies, or other educational institutions).

Senior Secondary Program Certified by the Province of British Columbia

ESL Program accredited by Languages Canada

Columbia College has met the EQA eligibility requirements as set by the British Columbia Ministry of Advanced Education.

Columbia College is a CELPIP Test Delivery Centre. Paragon Testing Enterprises is a subsidiary of The University of British Columbia.

Columbia College is incorporated as a Not-for-profit Society under the Societies Act of BC and is registered as a Charity with the Canadian Revenue Agency.
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Columbia College reserves the right to make changes to the information in this Calendar without notice. This Calendar is intended to provide information about Columbia College, and every effort has been made to be accurate at the time of printing. Actual courses, curricula, policies, procedures, regulations and requirements will take precedence over the Calendar, as these areas are under continual review.

While every effort has been taken in the preparation of the information contained in this document, Columbia College does not and cannot guarantee its accuracy. Recent revisions are included in our on-line calendar, which can be found on our website at www.columbiacollege.ca
# ACADEMIC SCHEDULE 2020-21

## SUMMER SEMESTER 2020
- **April 29-May 4** Early Registration for continuing students.
- **May 11-15** Orientation and registration for new students.
- **May 18** **Victoria Day. College Closed.**
- **May 19** Summer Classes Begin.
- **May 25** Last day to register. Last day to add or change courses. Last day to drop classes. Last day to claim refunds (subject to Refund Policies outlined on page 64)
- **Jul 1** **Canada Day. College Closed.**
- **Jul 13** Last day for course withdrawals.
- **Aug 1 & 3** **BC Day. College Closed.**
- **Aug 8** Last day of classes.
- **Aug 10-15** Final Exams.
- **Aug 17 & 18** Registration for Continuing Secondary Students.
- **Aug 19-24** Early Registration for continuing students.
- **Aug 25-Sep 4** Orientation and Registration for new students
- **Sep 7** **Labour Day. College Closed.**
- **Sep 8** Fall 2020 classes start.

## FALL SEMESTER 2020
- **Aug 19-24** Early Registration for continuing students.
- **Aug 25-Sep 4** Orientation and Registration for new students.
- **Sep 7** **Labour Day. College Closed.**
- **Sep 8** First day of course changes. First day of late registration
- **Sep 14** Last day to register. Last day to add or change courses. Last day to drop classes. Last day to claim refunds (subject to Refund Policies outlined on page 64)
- **Oct 10 & 12** **Thanksgiving Day. College Closed.**
- **Oct 23** **BCTF PRO D Day for Secondary Instructors**
- **Nov 9** Last day for course withdrawals.
- **Nov 11** **Remembrance Day. College Closed.**
- **Dec 6** Last day of classes.
- **Dec 7-12** Final Exams.
- **Dec 14-15** Registration for Continuing Secondary Students.
- **Dec 16-21** Early Registration for continuing students.
- **Dec 22-26** **Christmas Break. College Closed.**
- **Dec 29-30** Orientation and Registration for new students.
- **Dec 31 & Jan 1** New Year Break. College Closed.
- **Jan 4-8 (2021)** Orientation and Registration for new students
- **Jan 11 (2021)** Winter 2021 classes start.

## WINTER SEMESTER 2021
- **Dec 16-21** Early Registration for continuing students.
- **Dec 29-30** Orientation and Registration for new students.
- **Dec 31-Jan 1** New Year Break. College Closed.
- **Jan 4 – 8** Orientation and Registration for new students
- **Jan 11** Winter Classes Begin
- First day of course changes. First day of late registration.
- **Jan 18** Last day to register. Last day to add or change courses. Last day to drop classes. Last day to claim refunds (subject to Refund Policies outlined on page 64)
- **Feb 13 & 15** Family Day. College Closed.
- **Feb 16** Professional Development Day. Classes Cancelled.
- **Mar 15** Last day for course withdrawals.
- **Mar 19** Limitless: Student Conference. Classes Cancelled.
- **Apr 2** **Good Friday. College Closed.**
- **Apr 10** Last day of classes.
- **Apr 12-17** Final Exams.
- **Apr 19-20** Registration for Continuing Secondary Students.
- **Apr 21-26** Early Registration for continuing students.
- **Apr 29-30** Orientation and Registration for new students.
- **May 3-May 7** Orientation and Registration for new Secondary students
- **May 10** Summer 2021 classes start.

## SUMMER SEMESTER 2021
- **Apr 29-30** Orientation and Registration for new students.
- **May 3-May 7** Orientation and Registration for new Secondary students
- **May 10** Summer Classes Begin.
- First day of course changes. First day of late registration.
May 17  Last day to register. Last day to add or change courses.  
Last day to drop classes.  
Last day to claim refunds (subject to Refund Policies outlined on page 64)

May 24  Victoria Day. College Closed.  
Jul 1  Canada Day. College Closed.  
Jul 17  Last day for course withdrawals.  
Aug 7  Last day of classes.  
Aug 9-14  Final Exams.  
Aug 16 & 17  Registration for Continuing Secondary Students.  
Aug 18-23  Early Registration for continuing students.  
Aug 24-27  Orientation and Registration for new students
August 30-Sep 3  Orientation and Registration for new students

Sep 6  Labour Day. College Closed.  
Sep 7  Fall 2021 classes start.

FALL SEMESTER 2021
Aug 18-23  Early Registration for continuing students.  
Aug 24-27  Orientation and Registration for new students  
August 30-Sep 3  Orientation and Registration for new students

Sep 6  Labour Day. College Closed.  
Sep 7  Fall 2021 classes start.

FALL SEMESTER 2020
Aug 31- Sept 4  Orientation and Registration for new/continuing/returning students.

SUMMER SEMESTER 2020
May 11-May 15  Orientation and Registration for new/continuing/returning students.

May 18  Victoria Day. College closed.  
May 19  Summer Semester Session A classes: May 19 – June 30  
May 25  Last day to register for Session A. Last day to add or change courses.  
Last day to drop classes.  
Last day to claim refunds (subject to Refund Policies outlined on page 64)

June 29-30  Mid Semester Entry; Orientation and Registration for new students starting classes on July 2

July 1  Canada Day. College closed.  
July 2  Summer Semester Session B classes: July 2 – Aug 14  
July 8  Last day to register for Session B.  
Aug 1 & 3  BC Day. College Closed.  
Aug 14  Last day of classes. Registration for continuing students starting classes on Sept 8.  
Aug 18  Registration for co-reg continuing students.  
Aug 31- Sept 4  Orientation and Registration for new/continuing/returning students.

Sept 7  Labour Day. College closed.  
Sept 8  Fall 2020 classes start.

FALL SEMESTER 2020
Aug 31- Sept 4  Orientation and Registration for new/continuing/returning students.

Sep 7  Labour Day. College closed.  
Sept 8  Fall Semester Session A classes: Sept 8 – Oct 23  
Sep 14  Last day to register for Session A. Last day to add or change courses.  
Last day to drop classes.  
Last day to claim refunds (subject to Refund Policies outlined on page 64)

Oct 22-23  Mid Semester Entry; Orientation and Registration for new students starting classes on Oct 26.
Oct 26  Fall Semester Session B classes: Oct 26 – Dec 11  
Oct 30  Last day to register for Session B.  
Nov 11  Remembrance Day. College closed.
Application Procedure

All written inquiries relating to admission should be sent to:
Admissions, Columbia College
438 Terminal Avenue
Vancouver, British Columbia
Canada, V6A 0C1

E-mail inquiries may be made at:
admin@columbiacollege.ca

Local inquirers should telephone 604-683-8360 and arrange to speak to an Admissions Officer.

4
Procedure
Apply on-line at www.columbiacollege.ca. The following documents should be submitted:

- transcripts of the most recent school results
- copy of passport personal information page
- standard English test (IELTS, TOEFL, etc.) results if available

Original copies or notarized copies of the above documents are required for the purpose of admission to Columbia College. The College processes applications upon receipt and issues successful applicants an Offer of Admission within 5-10 business days. Applicants are expected to then pay the required tuition deposit (see pages 60-64); upon receipt of this deposit an official Letter of Acceptance will be issued. There is an Application Fee of $200.00 (which includes all testing fees).

Study Permits
Successful overseas applicants should present their Letter of Acceptance to the nearest Canadian High Commission, Embassy, or Consulate as part of the application for a Study Permit to study in Canada. Applicants should allow adequate time for processing of the Permit. International students should note that:

- International students in Canada may only study at a Designated Learning Institution (DLI). Columbia College is a DLI.
- Students are required to actively pursue their studies while in Canada.
- Full-time students studying at the post-secondary level are usually allowed to accept part-time off-campus employment in Canada.
- Students may apply for Study Permits from within as well as from outside Canada.
- Study Permits may not be required for ESL-only programs of less than or equal to six months duration.

Tuition Deposits
As enrollment is limited, a tuition fee deposit is required to guarantee a place for future semesters. All applicants should read the pages on Fees (pages 60-64) and Refund Policies (page 64).

Payment of Fees
On receipt of the Offer of Admission, overseas students are required to prepay a registration deposit of $12,900.00 (equivalent to the cost of 24 credits plus the cost of two semesters’ activity fees). Enrollment at the College is limited and places cannot be guaranteed unless the registration deposit described above has been received by the deadline stated on the Offer of Admission. All fees are in Canadian funds; students are advised to make use of the arrangement Columbia College has with Flywire by peerTransfer to streamline the payment process. Flywire allows secure payment from any country and any bank, generally in the local currency. (See “Payment of Fees” on page 60-64)

Alternatively, fees may be remitted by bank draft or wire transfer to COLUMBIA COLLEGE. Cash will not be accepted for tuition and homestay deposits and fees. Cash is only accepted for incidental fees up to $200, such as gym passes, transcripts, student activity sign-up, and lab fees (for students registered in the class when the initial deposit does not cover the cost).

Applicants should read the College refund policy on page 64 before submitting fees.

Deferred Acceptance
If a student, for any reason, is unable to commence his or her studies in the semester for which he or she originally applied, the tuition deposit is transferable to the subsequent semester for a period of one year, provided the College is notified in writing at least 30 days prior to the first day of classes of the semester for which initial admission has been granted, and provided that the student has not already entered Canada. Requests for deferred acceptance received after this date may, at the discretion of the College, still be granted, but in such cases, the College reserves the right to apply penalties to subsequent requests for refunds as described in the refund policy on page 64.

Estimated Costs (3 semesters, 12 months or 1 year)
All students are required to pay tuition fees in effect for the semester of registration. Early payment of fees does not exclude a student from future fee increases. Although individual circumstances may vary, the following items are costs that may reasonably be expected for three semesters (12-months or 1 year) period while studying at Columbia College:

<table>
<thead>
<tr>
<th>Living Expenses:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Room and Board$^1</td>
<td>$11,100.00</td>
</tr>
<tr>
<td>Transportation$^2</td>
<td>$ 1,140.00</td>
</tr>
<tr>
<td>Health Insurance$^3</td>
<td>$ 900.00</td>
</tr>
</tbody>
</table>
General Expenses $4,000.00

**Total Living Expenses** $17,140.00

Tuition Fees (3 semesters) $19,260.00
Activity Fees ($30 per semester) $90.00
Text Books $3,000.00

**Total Costs for 12 Months or 1 year** $39,490.00

1 Based on Homestay rate of $925.00 per month (over 19 years of age).
2 Based on the purchase of a one-zone adult monthly pass for a year. See BC Translink for detailed fare pricing: https://www.translink.ca/Fares-and-Passes/Fare-Pricing.aspx
3 All New Columbia College students without MSP (BC Medical Services Plan) effective to the last day of the month of their first semester at Columbia College, will be automatically enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. Continuing and Returning Columbia College students without MSP, effective to at least to the last day of the month of the semester, at the time of registration, will be enrolled in the College’s Student Medical Plan provided by Guard.me at a cost of $190 for the semester; Continuing and Returning students that have MSP coverage that expires during the semester will be charged a prorated amount at the time of registration. Students who receive MSP after they register can apply to Guard.me for a prorated refund (specific terms apply). All students without MSP are encouraged to apply to MSP as soon as possible as Guard.me is designed to cover your urgent medical care needs until your MSP becomes active. The cost of MSP for international students is $75 per month effective January 2020; in the first year the annual cost of MSP would be $600 (first semester is paid for by the College using Guard.me) and in proceeding years it will be $900/year.
4 Based on a course load of 12 credits (for University-level courses or 3 high school courses) per semester. A deposit of $12,900 for 24 credits plus an Activity fee for 2 semesters is payable before the student registers for the first semester.

**TESTS**

Students who cannot demonstrate their English language ability through a recognized external test are normally required to write the Language and Writing Assessment (LWA) and/or the English Placement Test (EPT) on arrival at the College to determine their appropriate English level.

University students who wish to register in a university Math course, or any course with a Math co-requisite, must write the Math Placement Test (MPT). The MPT will be used to place students in an appropriate Math course – this may be Basic Mathematics (Math 090), a Precalculus course (Math 100 or 110), or a Calculus course (Math 111, 113 or 115). (Note: students planning to write the MPT are advised that a study guide and sample test are available on the Columbia College website (www.columbiacollege.ca) under “Future Students, Requirements, Mathematics Placement”.

Students majoring in Math, Physics, Chemistry, Computing Science and Engineering, and continuing on to a university in these fields, are advised to enroll in MATH 113 and then MATH 114, or they may have to take an additional course in university.

**ENGLISH REQUIREMENTS**

Students are required to submit minimum TOEFL, IELTS, CAEL, or LPI results (see below) or write the Columbia College Language and Writing Assessment (LWA) on arrival at the College (some exceptions apply). The minimum scores for placement in an English course are as follows:

**University Transfer Courses and Noncredit English courses**: During Columbia College Orientation, for those without an accepted external English test score, the college administers a language assessment test (LWA) that is used for placement in English courses.

<table>
<thead>
<tr>
<th>ENGL 101</th>
<th>ENGL 100</th>
<th>ENGL 099</th>
<th>ENGL 098</th>
<th>ESL 097</th>
<th>&lt;ESL 097</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>IELTS</strong></td>
<td>Overall Band 6.5 and Writing Band 6.5</td>
<td>Overall Band 6.0 and Writing Band 6.0</td>
<td>Overall Band 5.5 and Writing Band 5.0</td>
<td>Overall Band 5.0 and Writing Band 4.5</td>
<td>&lt;ESL 097</td>
</tr>
<tr>
<td><strong>CAEL</strong></td>
<td>≥70 &amp; Writing 70</td>
<td>60-69 &amp; Writing 60</td>
<td>50-59 &amp; Writing 50</td>
<td>40-49 &amp; Writing 40</td>
<td>&lt;ESL 097</td>
</tr>
<tr>
<td><strong>LPI</strong></td>
<td>5</td>
<td>4, Essay 25/40 &amp; 50% on each of the</td>
<td>3, Essay 20/40 &amp; 50% on each of the</td>
<td>3, Essay 20/40 &amp; 50% On 1 of</td>
<td>&lt;ESL 097</td>
</tr>
</tbody>
</table>
Details on English placement for Secondary courses using the IELTS Academic test follows:

<table>
<thead>
<tr>
<th>IELTS</th>
<th>Overall Band 6.0 and Writing Band 5.5</th>
<th>Overall Band 5.5 and Writing Band 5.5</th>
<th>Overall Band 5.0 and Writing Band 5.0</th>
<th>Overall Band 5.0 and Writing Band 4.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 12</td>
<td></td>
<td>English 11</td>
<td>English 10</td>
<td>ESL 097</td>
</tr>
</tbody>
</table>

1 For placement purposes, all English tests scores are considered to have a shelf life of two years. This also applies to Secondary courses such as an English 12 course in British Columbia and its equivalent elsewhere. Post-secondary courses listed in the BC Transfer Guide are considered to have a shelf-life of five years.

2 Unless a student presents a minimum IBT TOEFL or IELTS or CELPIP score for placement at ESL 097, placement in the ESL Program (094, 095, 096, 097) will depend on the Columbia College English Placement Test (EPT).

3 For English placement, IELTS refers to the IELTS Academic test.

4 To achieve the “Total” score the student must score more than the minimum in at least one component.

**GRADING SYSTEM**

- **University Transfer Courses and Noncredit English courses**
  - **Grade %**
  - **Points**
  - **Rating**
  - A+ 90-100  4.3  Excellent
  - A 85-89  4.0
  - A- 80-84  3.7  Very Good
  - B+ 76-79  3.3
  - B 72-75  3.0
  - B- 68-71  2.7  Good
  - C+ 64-67  2.3
  - C 60-63  2.0  Satisfactory
  - C- 55-59  1.7
  - D 50-54  1.0  Marginal Pass
  - F 0-49  0.0  Fail
  - N below 50  0.0  Failure for non-completion or non-attendance 1
  - CP Course in Progress

- **High School Courses**
  - **Grade %**
  - **Points**
  - **Rating**
  - A 86-100  4.0  Excellent
  - B 73-85  3.0  Very Good
  - C+ 67-72  2.5  Good
  - C 60-66  2.0  Satisfactory
  - C- 50-59  1.0  Pass
  - F below 50  0.0  Fail
  - I below 50  0.0  In Progress or Incomplete

1 A grade of N may be assigned for the following reasons:
It should be noted that a grade of D (university system) indicates a marginal pass and is not a sufficient grade for the course to fulfill a prerequisite requirement.

Other terms that may appear in place of grades on a student’s permanent record include:

**AU**: Audit. The student registered in the course but not for credit, and so no grade was assessed.

**DE**: Grade Deferred. A deferral is granted by an instructor who is satisfied that, due to illness or other serious personal or family problems, a student is unable to complete the course requirements for a grade. An instructor may also enter a grade of DE when there is an unresolved charge of plagiarism pending. A student granted a deferral will have until the first Thursday of the next semester to make up the course requirements. Failure to do so will result in an F on the student’s permanent record.

**CP**: In Progress. Indicates that the course was still in progress at the time the transcript was issued.

**P**: Pass. Indicates a pass in a course that is only assessed on a “Pass” or “Fail” basis. (“F” would indicate a fail in such a course.)

**R**: An “R” beside a letter grade (e.g. RD) indicates that the course has been repeated. The letter R is assigned to the lower of the grades obtained for the course. The R grade is not included in the calculation of the Columbia College Cumulative GPA, and no credit is granted for it. However, some universities (e.g. UBC) include repeated courses when calculating cumulative GPAs for admission purposes.

**SG**: Standing Granted. The student has been granted credit for the course even though the student has not completed the normal requirements. Only granted in exceptional circumstances.

**TS**: Transfer Standing. The student has been granted high school transfer credit.

**W**: Withdrawal from a course.

---

**PROGRAMS OF STUDY**

Columbia College operates on a tri-semester system. Students can begin their program at the start of any semester:

<table>
<thead>
<tr>
<th>SEMESTER</th>
<th>TIME PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>September to December</td>
</tr>
<tr>
<td>Winter</td>
<td>January to April</td>
</tr>
<tr>
<td>Summer</td>
<td>May to August</td>
</tr>
</tbody>
</table>

Students may also enter the full-time English for Academic Purposes (EAP) Program at the mid-semester point. Each semester is 14 weeks and allows for a break of at least three weeks between semesters.

Students admitted to Columbia College will study in one of the following three programs of study:

1. **The University Transfer and Associate Degree Programs** may be entered by students who have successfully completed Grade 12 and graduated from a high school in British Columbia or equivalent elsewhere, or by completion of a high school program at Columbia College. Courses may be taken at the first or second year university levels and are fully transferable to local (and other) universities. Students who complete 30 credits (some universities will consider fewer than 30 credits) of university studies are eligible to enter second year at a university. Students completing more than 30 university credits may apply to second year, completing any remaining required credits at the university before proceeding to third year studies. Students who complete 60 credits (some universities will consider fewer than 60 credits) are eligible to enter third year at a university. Students who complete 20 courses of university studies, including certain specific requirements may qualify for either an Associate of Arts or an Associate of Science Degree (see page 11-13). Holders of Associate Degrees may apply for admission to third year at university; some universities give priority in admission to Associate Degree holders.

2. **High School Programs** are available to students who wish to proceed to university-level studies but first need to complete their studies at High School level. There are four distinct High School Program options, and, while only completion of the Senior Secondary Program will allow a student to be eligible for direct entry to a university, completion of any of the options listed below will allow a student to enter the University Transfer Program at Columbia College, provided the minimum grade requirements are achieved.

**The Four Options:**

i) **The Senior Secondary Program** is suitable for students who have completed Grade 9, 10 or 11 in Canada, or the equivalent elsewhere. Students complete the Grade 10, 11 and 12 courses required for high school graduation as specified by the Ministry of Education and receive the BC Certificate of Graduation (the Dogwood Diploma). Students completing the Senior Secondary Program are eligible to apply for admission to first year at a Canadian university, or may choose to continue their studies in the University Transfer Program at Columbia College.

ii) **The Accelerated Secondary Program** is available to students with strong academic backgrounds who wish to move into the University Transfer Program at Columbia College as quickly as possible. In this fast-track program, students who have completed Grade 10 or a partial Grade 11 (in BC, or some overseas equivalent such as O-levels) with good grades are required to take four Grade 12 and two Grade 11 courses, along with any necessary prerequisites, before entering the university program at Columbia College.
iii) The Adult Secondary Program is available to students who are 18 years or older. Students receive a BC Adult Graduation Diploma (Adult Dogwood Diploma).

iv) The University Preparatory Program is available to students who have graduated from high school but who lack certain academic qualifications and/or prerequisites for specific desired university courses.

3. The English for Academic Purposes (EAP) Program provides English instruction for two types of students – first, to students who have been accepted into an Academic Program but whose English skills are deemed insufficient, and second, to students wanting an academic environment in which to learn English. There are four levels in which students may be placed based on their external exam score or placement tests. Students may begin their program at the beginning of any semester or the mid-semester entry point.

1. THE UNIVERSITY TRANSFER PROGRAM

FIRST AND SECOND YEAR
In Canada and the United States, students may either proceed to university directly from high school or after completing one or two years at a college. The University Transfer Programs offered by colleges allow students to take their first and second-year university-level studies in the more personal atmosphere of a smaller college before transferring to second or third year at a university. Some colleges, Columbia College among them, are authorized to offer two-year Associate Degrees. These degrees, awarded upon completion of at least 20 courses (and the fulfillment of certain specific requirements), are useful both as a stand-alone qualification and also as a basis of admission to third year at university.

Transfer credit is pre-arranged for university courses completed at Columbia College with British Columbia universities such as the University of British Columbia, Simon Fraser University and the University of Victoria. It is customary for other universities in Canada and the United States to recognize the transfer credits listed by the British Columbia Council on Admissions and Transfer, BCCAT (see www.bctransferguide.ca).

However, students need to check with the admissions office of the university to which they seek admission in regard to transferability of particular courses. The length of time required to achieve an undergraduate degree in Canada can vary from three to five years, depending on the student's background, the type of undergraduate degree sought, course load and the program requirements of the particular university in which the degree is earned. The average length of time required to obtain a Bachelor's degree is four years (two years after completing an Associate Degree at Columbia College).

In most university programs, the first year is a general year in which students choose a broad range of courses in addition to courses in their area of specialization. Specialization does not usually begin until the second year. Depending on the university to which a student may go, a one-year transfer program at Columbia College usually fulfills requirements for the pre-professional degree program (such as Commerce) or for the first year of a four-year degree program (such as Economics).
band to qualify under SDS. The college encourages students applying from SDS countries to apply through the SDS program for expedited entry. The SDS program may be expanded globally during 2019.

For more information on the SDS program, please visit Immigration, Refugees and Citizenship Canada (IRCC) website:


Higher Level International Baccalaureate (IB) courses with a grade of 5 or above will usually be granted first-year transfer credit in the appropriate subject area, so long as Columbia College offers courses in this area. Details are available from an Admissions Officer.

ASSOCIATE DEGREES

This program is offered under the written consent of the BC Minister of Advanced Education. Prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs (e.g. acceptable to potential employers, professional licensing bodies, or other educational institutions).

Students who have obtained an Associate Degree are eligible to apply to Immigration, Refugees and Citizenship Canada (IRCC) for a Post-Graduation Work Permit (PWP), an open work permit allowing holders to work in Canada for up to 3 years.

Program Description
An Associate Degree is a credential that may be awarded to students who have completed two full years of study at the first and second year university levels including completion of certain specific requirements. Two full years is usually viewed as completion of 20 university-level courses; these courses may be 3 or 4 credits each, so while the general Associate of Arts Degree requirements may be completed in as few as 61 credits, other Associate Degrees, particularly Associate of Science Degrees, may require 64 credits or more. The requirements are standardized throughout the province, creating a recognized credential that stands in its own right.

The requirements provide a solid foundation in one particular area of study while encouraging students to take a wide range of courses, guaranteeing breadth in their educational experience.

Universities in British Columbia recognize the value of Associate Degrees and accept them as a basis for admission to third year of a bachelor degree program. BC’s public research universities all guarantee the full 60 credits to students admitted on the strength of an Associate Degree (though specific course requirements must still be completed if not included in the Associate Degree), even if not all courses counting towards the Associate Degree transfer to the university in question individually. Some universities give priority in admission to Associate Degree holders.

To qualify for a Columbia College Associate Degree, students must take at least the last 10 courses at Columbia College. Moreover, at least 4 of the required 6 second year courses must be taken at Columbia College. All qualifying courses must have been taken within the 5 years preceding the award of the Degree. A minimum grade-point average of 2.0 (a “C” average) must be achieved on all courses counting towards the Associate Degree. The GPA calculation will be made on all courses, including those taken at other institutions.

Transfer Credit from Other Institutions
Credit towards a Columbia College Associate Degree may be awarded for work completed at other institutions. Such credit will normally be assessed at the time of admission. Courses taken at a recognized BC institution (one that is a member of the BC Transfer System) that transfer to at least one of BC’s public research universities in an appropriate discipline will normally be considered for transfer credit. (Students should consult the BC Transfer Guide at: https://www.bctransferguide.ca/

The major universities in BC guarantee the transfer of 60 credits to Associate Degree holders. Granting of transfer credit by Columbia College does not suggest that these courses will transfer to all BC universities on a course by course basis.

Decisions on Transfer Credit and Appeal of Transfer Credit decisions:
1. For transfer credit to be granted, students must submit ALL relevant documents when they apply to the College. Decisions on transfer credit are made at the time of admission or at the first course planning session with a Counsellor. The College must be informed at the time of admission of all courses in progress at other institutions.
2. Decisions on transfer credit may be appealed. Students may appeal on grounds such as the (5 year) time limit and whether local universities would grant similar credit. Students should recognize that for transfer credit to be considered, there should be at least an 80% overlap in course content with a Columbia College course, and it is likely that this will require a course outline to be submitted. Appeals of transfer arrangements listed in the BC Transfer Guide will not be accepted; neither will an appeal
for credit for courses that have been considered for formal articulation but rejected.  
3. Students wishing to appeal a transfer credit decision should first consult with a Counsellor. Appeals will be submitted in writing via the Counsellor and will include the grounds on which the initial transfer credit decision is being contested.

4. Appeals will be considered by the Registrar (or designate) and a final decision made within 5 working days of the appeal being submitted. The student will be informed of the final decision in writing.

Program Requirements for Associate Degrees
Unless otherwise specified, the requirements may be fulfilled by selecting from the following:
English Writing: English 100 or 101
English Literature, 1st year: English 108, 110, 121 or 131
Lab Science: Biology, Chemistry or Physics
Social Science: Anthropology, Communication, Criminology, Economics, Geography, Political Science, Psychology, Sociology
Humanities: Art, Asian Studies, Communication, English, French, History, Latin American Studies, Philosophy, Spanish

Note: For the regular Associate of Arts Degree, Business courses may normally only be used to fulfill elective requirements.

ASSOCIATE OF ARTS DEGREES
I. General Associate of Arts Degree.
Twenty courses (minimum 61 credits) of 1st and 2nd year courses, to include at least six courses (minimum 18 credits) in Arts at the 2nd year level, taken in two or more subject areas.

Specific Requirements
To include:

a) Two courses in English (one in Composition and one in Literature).
b) Three courses in Math/Science, including at least one course in Mathematics, Computer Science or Statistics, and at least one course in a Laboratory Science (Biology 100 or Chemistry 100 or Physics 100 are recommended)
c) Six courses in first year Arts, including two courses in Social Sciences and two courses in Humanities (other than and English)
d) Six courses in 2nd year Arts
e) Three additional electives in Arts, Sciences, or other areas.

II. Associate of Arts Degree (Economics Concentration)
All requirements of an Associate of Arts Degree are met, but the program must include:
a) Two courses in 1st year Calculus to include: one of MATH 111 or MATH 113 or MATH 115
b) One of MATH 112 or MATH 114 or MATH 116
c) ECON 103 and ECON 105
d) A Statistics course: BUSN 291 (preferred) or MATH 206
e) Three courses in Economics at the second year level to include: ECON 290 and ECON 291 and one of ECON 234 or ECON 240 or ECON 260 or ECON 280

Note: 2nd year courses MUST be taken in at least 2 subject areas.

III. Associate of Arts Degree (Communication Concentration)
All requirements of an Associate of Arts Degree are met, but the program must include:
a) CMNS 110
b) CMNS 130
c) Three courses in Communication at the 2nd year level selected from: CMNS 205; CMNS 210; CMNS 220; CMNS 223; CMNS 230; CMNS 253; CMNS 262

Note: 2nd year courses MUST be taken in at least 2 subject areas.

IV. Associate of Arts Degree (Business Administration Concentration)
All requirements of an Associate of Arts Degree are met, but the program must include:
a) One course in 1st year Calculus to include: MATH 111, MATH 113, or MATH 115
b) Two courses in 1st year Economics to include: ECON 103 and ECON 105
c) Six courses in 2nd year Arts

Note: 2nd year courses MUST be taken in at least two subject areas.
d) Four courses in Business selected from: ACCT 251; ACCT 254; BUSN 250; BUSN 272; BUSN 290; BUSN 291; BUSN 298; CSCI 237; ECON 207

The Business Administration concentration requires at least 21 courses.

V. Associate of Arts Degree (Political Science Concentration)
All requirements of an Associate of Arts Degree are met, but the program must include:
a) PSCI 100 and PSCI 101
b) Six 2nd year courses, including: PSCI 240, together with one of: PSC 202 or PSCI 210
and two more 2nd year Political Science courses selected from: PSCI 202 or 210; PSCI 251; PSCI 252; PSCI 253; PSCI 260

Note: 2nd year courses MUST be taken in at least two subject areas.

VI. Associate of Arts Degree (Psychology Concentration)
All requirements of an Associate of Arts Degree are met, but the program must include:

a) PSYC 110

b) PSYC 120

c) Four courses at the 2nd year level in Psychology. These must include: PSYC 217 and PSYC 218*, together with two courses chosen from: PSYC 210; PSYC 220; PSYC 240; PSYC 260; PSYC 270; PSYC 281; PSYC 299.
The other two 2nd year level courses must include at least one chosen from a subject area other than Psychology.

* A course in Statistics must be included. PSYC 218 is the recommended option, but students may substitute Introductory Statistics, MATH 105; or Mathematical Statistics, MATH 206; or Business and Economics' Applications of Statistics, BUSN 291. Students who elect to make this substitution must include at least 3 courses, in addition to PSYC 217, selected from PSYC 210, 220, 240, 270, 281 and 299.

ASSOCIATE OF SCIENCE DEGREES

VI. General Associate of Science Degree.
Twenty courses (minimum 61 credits) of 1st and 2nd year courses.

Specific Requirements
To include:
a) two courses in 1st year English (one in Composition, one in Literature)
b) two courses in Mathematics including at least one course in first year Calculus to include: MATH 113 or MATH 115 or MATH 111 (A).
c) Six additional courses in 1st year Math/Science/CSCI, including at least one course in a Laboratory Science (Bio/Chem/Phys) but not BIOL 100, CHEM 100, or PHYS 100
d) Six 2nd year Math/Science/CSCI courses (but not CSCI 237) taken in at least 2 subject areas.
e) two courses in Arts other than English
f) two courses in Arts, Sciences or other areas

Note: Students majoring in Math, Physics, Chemistry, Computing Science and Engineering, and continuing on to a university in these fields, are advised to enroll in MATH 113 and then MATH 114, or they may have to take an additional mathematics course in university.

VII. Associate of Science Degree (Computer Science Concentration)
Includes all the requirements for an Associate of Science Degree, but must include:

a) the following five courses:
CSCI 120; CSCI 125; CSCI 150; MATH 113 or MATH 115(C) or Math 111 (A); and MATH 114 and MATH 120
b) three courses in Computer Science at the second year level. These will be: CSCI 225, CSCI 250, and CSCI 275

Note: 2nd year courses MUST be taken in at least 2 subject areas.

The above fulfills the requirements for the Flexible Pre-Major in Computer Science.

VIII. Associate of Science Degree (Mathematics Concentration)
Includes all the requirements for an Associate of Science Degree, but must include:

a) MATH 113 and MATH 114 and MATH 120.
b) Four courses in 2nd year Mathematics. These must be: MATH 213, MATH 225, MATH 230, and MATH 252
c) two first year Computer Science courses. These must be: CSCI 120 and CSCI 125

Note: 2nd year courses MUST be taken in at least two subject areas.

The above fulfills the requirements for the Flexible Pre-Major in Mathematics.

ENGINEERING AT COLUMBIA COLLEGE

Columbia College offers courses that are equivalent to those taken in the first-year Engineering (Applied Science) programs at the University of British Columbia, Simon Fraser University and the University of Victoria. Students completing the courses listed below qualify for a Columbia College First year Engineering Certificate.

Students interested in pursuing an Engineering degree at UBC, SFU or UVIC should consult a College counsellor (and also the specific university they wish to attend) in order to determine which of the courses listed below are required for the specific program in question. While these three universities have roughly similar requirements for admission to their Engineering programs, they are not identical, and students need to be aware of specific requirements at their university of choice.

Courses must include:
Applied Science 151 (4) Engineering Graphics
2. HIGH SCHOOL PROGRAMS

Columbia College’s High School Programs are offered at Columbia College’s North Campus, a short walk from the Main Campus. The North Campus is located at 333 Terminal Avenue. Students enjoying this newly renovated and well-equipped facility retain access to all the facilities (including Library, Learning Centre and laboratories) at the Main Campus. The BC Ministry of Education has implemented curricula changes into the Graduation Program that all BC High Schools follow, effective September 2019. Columbia College ensures that all students will be offered courses to fulfill completion of the BC graduation requirements and the opportunity to write the Provincial Graduation Assessments (Numeracy and Literacy) required of all students wishing to obtain a BC Dogwood Diploma.

The College offers four options:

i) SENIOR SECONDARY PROGRAM

The Senior Secondary Program is open to students who have satisfactorily completed Grade 9, Grade 10 or Grade 11, or the equivalent. Applicants should have a minimum 60% or “C” average, or equivalent, in the academic year (Grade 9, 10 or 11) prior to entry to Columbia College.

Students admitted on the basis of mid-year results must demonstrate satisfactory completion of an academic grade 9, 10 or 11 programs before first registration.

Columbia College offers a Senior Secondary Program that fully conforms to the Ministry of Education requirements. The College’s semester system allows for a decrease in the time usually required to complete these requirements. Full Grade10/11/12 requirements for high school graduation may be completed in seven semesters (28 months). Students receiving transfer standing credit for studies taken prior to attending the College can expect to complete in less time. Upon completion of the Senior Secondary Program students receive a BC Certificate of Graduation (Dogwood Diploma).

Graduation Requirements (80 credits)

The courses listed satisfy both the BC Ministry requirements and Columbia College requirements for admission into the University Transfer/Associate Degree program.

<table>
<thead>
<tr>
<th>Required Courses*</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 10</td>
<td>4</td>
</tr>
<tr>
<td>Social Studies 10</td>
<td>4</td>
</tr>
<tr>
<td>Math 10</td>
<td>4</td>
</tr>
<tr>
<td>Science 10</td>
<td>4</td>
</tr>
<tr>
<td>An Arts Education or Applied Design, Skills &amp; Technologies</td>
<td>4</td>
</tr>
<tr>
<td>Physical &amp; Health Education 10</td>
<td>4</td>
</tr>
<tr>
<td>Career- Life Education 10</td>
<td>4</td>
</tr>
<tr>
<td>An English 11</td>
<td>4</td>
</tr>
<tr>
<td>A Math 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>A Science 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>A Social Studies 11 or a Social Studies 12</td>
<td>4</td>
</tr>
<tr>
<td>English Studies 12</td>
<td>4</td>
</tr>
<tr>
<td>Career-Life Connections/Capstone</td>
<td>4</td>
</tr>
<tr>
<td>Three Academic Grade 12</td>
<td>12</td>
</tr>
<tr>
<td>Four Elective courses</td>
<td>16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>80 credits</strong></td>
</tr>
</tbody>
</table>

1The three Academic course can be chosen from:
Anatomy and Physiology 12, Chemistry 12, Comparative Cultures 12, Foundations of Mathematics 12, Human Geography 12, 20th Century World History 12*, Physical Geography 12, Physics 12, Math 12 (Pre-calculus), Social Justice 12

2 The four Elective courses can be chosen from any grade 10, 11 or 12 course for which transfer standing has been received.

*Note: not all courses are available every semester.

University Admission

Universities in Canada set their own entrance requirements. While these requirements vary from institution to institution, completion of the Senior Secondary Program at Columbia College satisfies the normal entrance requirements. Certain academic subjects and a minimum grade point average are also required. Information is available on university websites. Students may also seek advice from counsellors on university admission requirements and application procedures.

Students wishing to accelerate their studies can continue in the University Transfer Program at Columbia College immediately following satisfactory High School completion, while awaiting transfer to university.

ii) ACCELERATED SECONDARY PROGRAM

Students with strong results in academic courses at the grade 10 level and who do not wish to obtain a BC Certificate of Graduation (Dogwood Diploma) can choose to enter the fast track CC Accelerated Secondary Program in order to directly enter the University Transfer/Associate Degree Program at Columbia College if they have a minimum average of C (60%) in four academic grade 12 courses.

<table>
<thead>
<tr>
<th>Required Courses*</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>An English 11</td>
<td>4</td>
</tr>
<tr>
<td>English Studies 12</td>
<td>4</td>
</tr>
<tr>
<td>A Math 11 or Social Studies 11</td>
<td>4</td>
</tr>
<tr>
<td>A Science 11, a Social Studies 11 or Career Life Education 11</td>
<td>4</td>
</tr>
<tr>
<td>Three Academic Grade 12*</td>
<td>12</td>
</tr>
</tbody>
</table>

Total Credits 28 credits

*The three Academic Grade 12 courses can be chosen from:

Anatomy and Physiology 12, Chemistry 12, Comparative Cultures 12, Foundations of Mathematics 12, Human Geography 12, 20th Century World History 12*, Physical Geography 12, Physics 12, Math 12 (Pre-calculus), Social Justice 12.

*Note: not all courses are available every semester.

- Prerequisite courses must be completed and may increase the number of credits required to complete the program. Note that most Grade 12 courses have grade 11 prerequisites.

Upon completion of the above courses, students will receive the Columbia College Accelerated Secondary Program Graduation Certificate.

- Students will not receive a BC Grade 12 Graduation Diploma or Ministry transcript and are not directly admissible to an external university.

- Students may continue their studies in the University Transfer (UT)/Associate Degree Program at Columbia College if they have a minimum average of C (60%) in four academic grade 12 courses.

iii) ADULT SECONDARY PROGRAM

To enter the Adult Secondary Program students must be at least 18 years of age. This program requires completion of fewer courses than the Senior Secondary Program. Applicants should have a minimum 55% average (or equivalent) in the prior academic year (grade 10 or 11), either at Columbia College or prior to entry to Columbia College. Students may be allowed to transfer into this program after studying in the Senior Secondary Program at Columbia College if they meet the age and academic requirements.

Certain academic requirements may be waived for mature students (aged 23 or older).

Students completing the Adult Secondary Program may enter the University Transfer (UT)/Associate Degree Program at Columbia College if they have a minimum average of C (60%) in four academic grade 12 courses.

<table>
<thead>
<tr>
<th>Required Courses *</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Studies 12</td>
<td>4</td>
</tr>
<tr>
<td>A Math 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>Three Academic Grade 12*</td>
<td>12</td>
</tr>
</tbody>
</table>

Total Credits 20 credits

*The three Academic Grade 12 courses can be chosen from:

Anatomy and Physiology 12, Chemistry 12, Comparative Cultures 12, Foundations of Mathematics 12, Human Geography 12, 20th Century World History 12, Physical Geography 12, Physics 12, Math 12 (Pre-calculus), Social Justice 12.

*Note: not all courses are available every semester.

- Prerequisite courses must be completed and may increase the number of credits required to graduate.

- Either Social Studies 11 or Career-Life Education 12 can be used in place of one academic Grade 12 course to graduate and for students planning to enter Columbia College’s University Transfer (UT)/Associate Degree program.

- Upon completion of the above courses, students will receive a BC Adult Graduation Diploma.

iv) UNIVERSITY PREPARATORY PROGRAM

This Program is suitable for students who have graduated from High School but who lack certain academic qualifications for direct admission into the University
Transfer Program. Applicants to the University Preparatory Program (U Prep) should have a minimum 60% or “C” average, or equivalent, in the academic year prior to entry to Columbia College.

The Program is tailored to the individual student’s background and goals. It is normally a one semester program comprised of a maximum of four appropriate academic preparatory courses. High School courses will be included if these are the prerequisites for university-level course work. Following successful completion of the University Preparatory Program, students may continue in the College’s University Transfer (UT)/Associate Degree Program.

**Academic Information for High School Program Students**

**Course Challenges**
In keeping with the BC Ministry of Education guidelines, at the discretion of the Principal, some Senior Secondary courses at Columbia College may be challenged. For details, students should consult a Counsellor.

**Transfer Standing**
Many students are eligible to receive “Transfer Standing” (TS) credit for courses taken before entering Columbia College. TS will be granted for courses that are considered equivalent to the established provincial or board authorized course. Transfer standing will be awarded only if official final results are presented. An overseas student who transfers into a High School Program may be eligible for advanced placement at the Grade 11 or 12 levels if TS credit has been granted in the prerequisite Grade 10 or 11 course.

Credit for English 10 requires a supporting LWA or an external examination score and will be granted upon successful completion of English 11 and 12.

**Mathematics Courses**
Any one of the five grade 11 mathematics courses (Computer Science 11, Foundations of Mathematics 11, History of Mathematics 11, Pre-calculus 11 or Workplace Mathematics 11) can be used to fulfill Senior Secondary Math 11 graduation requirements in British Columbia. As university admission generally requires Pre-calculus 11, Columbia College has chosen to offer this Grade 11 Mathematics course on a regular basis; other options may be offered occasionally.

**Dual Credit Courses**
The BC Ministry of Education allows students to take courses at recognized post-secondary institutions and count these courses as four-credit non-subject specific grade 12 courses towards completion of the requirements for high school graduation, while at the same time receiving full university transfer credit.

Students studying in a High School Program at Columbia College may be allowed to register in a university-level course and, upon successful completion, be granted credit for both the university course and a secondary course at the grade 12 level. (The latter will be recorded as PSIAD 12, not a specific subject, on transcripts.)

A “dual credit fee” will be assessed in such cases. (See “Fees” on pages 60-64.)

High School students will be eligible to register in a PSIAD course if they are:
- A new or continuing student with an average of 60% on two successfully completed academic grade 12 courses that are recognized by the BC Ministry of Education and taken from a BC certified teacher, or
- A continuing student with an average of 67% (minimum) in all Grade 11 and 12 courses taken at Columbia College, or
- A new student who has an average of 80% in at least two successfully completed academic Grade 12 courses that are recognized by the BC Ministry of Education.

Students should note that:
- Students are limited to one dual credit registration per semester with the following exception; students who have achieved a (minimum) 80% average in high school courses at Columbia College may be considered for up to two PSIAD courses in the following semester.
- A student is not eligible for dual credit registration if he/she is on probation.
- All prerequisite requirements must be met.

### 3. THE ENGLISH FOR ACADEMIC PURPOSES (EAP) PROGRAM

Columbia College’s English for Academic Purposes Program is offered at Columbia College’s North Campus, a short walk from the Main Campus. The North Campus is located at 333 Terminal Avenue. Students enjoying this newly-renovated and well-equipped facility retain access to all the facilities (including Library, Learning Centre and Student Services) in the Main Campus.
The Columbia College English Language Centre offers full-time and part-time English for Academic Purposes (EAP) courses for those interested in going on to the College’s University Transfer, Associate Degree, or High School Programs. The Program is also for students who wish to study English as an Additional Language (EAL) in a more structured academic setting, but do not intend to pursue academic studies. Students may enroll for 7 (one session) or 14 weeks (one semester).

The English for Academic Purposes Program (EAP) is for students who have been accepted into a College Academic Program but whose English skills require improvement before beginning their academic studies. Upon completion of this program, students will have a seamless transfer into the University Transfer, Associate Degree, or High School programs.

The English as an Additional Language (EAL) Program is for students who do not desire to register in an academic program at Columbia College but wish to improve their English in an academic environment.

There are four levels in the EAP and EAL Programs. Each level is normally completed in fourteen weeks, although students who excel in their level will move up more quickly. The program is based on the student-centered model whereby students are asked to collaborate frequently and participate in classroom activities. Innovative teaching methods, current and research-based curriculum framework, e-learning tools, and experiential components are utilized in the lessons whenever possible.

ENGLISH FOR ACADEMIC PURPOSES / ENGLISH AS AN ADDITIONAL LANGUAGE COURSE DESCRIPTIONS

LEVEL 094

Course Name: Integrated Skills 094
Course Number: IS 094
Number of credits: None  Class Hours: 10
Prerequisites: As determined by the English Placement Test (EPT)
Corequisites: WR 094, RE&VO 094, and CON/L 094

Through a student-centered, communicative approach, this course aims to introduce all language skills including critical thinking, reading, writing, grammar, listening and speaking. Field trips and experiential activities will help students acquire essential vocabulary and improve accuracy and fluency. This course will prepare students for further study at the 096 level.

Course Name: Writing 094
Course Number: WR 094
Number of credits: None  Class Hours: 5
Prerequisites: As determined by the English Placement Test (EPT)
Corequisites: IS 094, RE&VO 094, and CON/L 094

This writing course focuses on describing everyday encounters and introduces simple sentence structures, grammar and vocabulary skills. Students will engage in a variety of writing exercises and learn to proofread and peer-edit written work. This course will prepare students for writing at the 095 level.

Course Name: Reading & Vocabulary 094
Course Number: RE&VO 094
Number of credits: None  Class Hours: 5
Prerequisites: As determined by the English Placement Test (EPT)
Corequisites: IS 094, WR 094, and CON/L 094

Students learn academic reading and vocabulary skills, including the identification of key information and details from a basic text, basic inferences, and the understanding of short descriptions. This course prepares students for further studies in reading skills at the 095 level.

Course Name: Conversation & Listening 094
Course Number: CON/L 094
Number of credits: None  Class Hours: 5
Prerequisites: As determined by the English Placement Test (EPT)
Corequisites: IS 094, RE&VO 094, and CON/L 094

This course approaches conversation and listening skills through a series of basic practices in familiar, day-to-day contexts. These may include common requests, instructions, expressions of preference, as well as question and answer-forming techniques. Students will proceed to expand their skills at the 095 level.

LEVEL 095

Course Name: Integrated Skills 095
Course Number: IS 095
Number of credits: None  Class Hours: 10
Prerequisites: Passing all level 094 courses (C or higher) or as determined by the English Placement Test (EPT)
Corequisites: ACWR 095, ACR/V 095, and CON/L 095

Through a student-centered, communicative approach, this course aims to expand all language skills including critical thinking, reading, writing, grammar, listening and speaking. Field trips and experiential activities will help students acquire essential vocabulary and improve accuracy and fluency. This course will prepare students for further study at the 096 level.
Course Name: Academic Writing 095  
Course Number: ACWR 095  
Number of credits: None  
Class Hours: 5  
Prerequisites: Passing all level 094 courses (C or higher) or as determined by the English Placement Test (EPT)  
Corequisites: IS 095, ACR/V 095, and CON/L 095  
This writing course focuses on describing events and experiences from the past, present, and future. A broader range of sentence structures is explored, and paragraph organization is introduced. Students will engage in a variety of writing exercises and practice to proofread and peer-edit written work. This course will prepare students for writing at the 096 level.

Course Name: Academic Reading & Vocabulary 095  
Course Number: ACR/V 095  
Number of credits: None  
Class Hours: 5  
Prerequisites: Passing all level 094 courses (C or higher) or as determined by the English Placement Test (EPT)  
Corequisites: IS 095, ACR/V 095, and CON/L 095  
Students expand their academic reading and vocabulary skills, including extracting information from various text sources such as short academic texts through scanning, skimming and inferencing, and following sequence of actions/events. This course prepares students for further studies in reading skills at the 096 level.

Course Name: Conversation & Listening 095  
Course Number: CON/L 095  
Number of credits: None  
Class Hours: 5  
Prerequisites: Passing all level 094 courses (C or higher) or as determined by the English Placement Test (EPT)  
Corequisites: IS 095, ACR/W 095, and ACR/V 095  
This course advances conversation and listening skills through a series of evolving practices in mostly academic contexts. These may include identifying and interpreting communicated information, providing detailed descriptions, and giving/receiving advice. Students will proceed to expand their skills at the 096 level.

LEVEL 096

Course Name: Integrated Skills 096  
Course Number: IS 096  
Number of credits: None  
Class Hours: 10  
Prerequisites: Passing all level 095 courses (C or higher) or as determined by the English Placement Test (EPT)  
Corequisites: ACWR 096, ACR/W 096, and CON/L 096  
Through a student-centered, communicative approach, this course aims to further expand all language skills including critical thinking, reading, writing, grammar, listening and speaking. Field trips and experiential activities will help students develop vocabulary and improve critical thinking and organizational skills. This course will prepare students for further study at the 097 level.

LEVEL 097

Course Name: Integrated Skills 097  
Course Number: IS 097  
Number of credits: None  
Class Hours: 10  
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)  
Corequisites: ACWR 097 and one (if co-registered in an academic course) or two (if studying 097 only) additional 097 full-course equivalent(s)  
Through a student-centered, communicative approach, this course aims to prepare students for future academic success. The four language skills are further developed through critical thinking, reading, writing, grammar, listening and speaking activities connected to specific themes. Field trips and experiential activities will help
students develop vocabulary and improve critical thinking and organizational skills. This course will prepare students for further study in 098 English or Secondary courses.

Course Name: Academic Writing 097
Course Number: ACWR 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097 and one (if co-registered in an academic course) or two (if studying 097 only) additional 097 full-course equivalent(s)
This writing course advances and refines paragraph clarity, coherence, and unity, and introduces the styles of academic essay. Students will engage in a variety of writing exercises and practice to proofread and peer-edit written work. This course will prepare students for writing at the 098 English or Secondary level.

Course Name: English for Business 097
Course Number: ENBUS 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to give students an introduction to Business English. Through hands-on projects and activities, students explore successful business models, career options, sources of job opportunities, marketing strategies, and communication in the workplace. This course will prepare students for further study in Columbia College’s Academic programs.

Course Name: IELTS Preparation 097
Course Number: IELTP 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed for students who are interested in preparing for the IELTS examination for academic purposes. This includes the development of academic reading, writing, listening, and speaking skills, as well as practice with essential vocabulary and grammar. Direct IELTS test examples will be used to practice the test format. This course will prepare students for further study in Columbia College’s Academic programs.

The following 097 courses are seven weeks long. Taking two seven-week courses in one semester is considered a full-course equivalent.

Course Name: Academic Study Skills 097
Course Number: AD.SK 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to improve the students’ academic study skills, including listening to lectures, note-taking, summarizing and paraphrasing, outlining, reviewing, revising, organizing, time management, teamwork, public speaking, and other study strategies. This course will prepare students for further study in Columbia College’s Academic programs.

Course Name: Current Events 097
Course Number: CE 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
The focus of this course will be on learning about and discussing current events, through a variety of media (news articles, videos, blogs, TED Talks, etc.). Students’ critical thinking skills and social competencies will grow as they are exposed to and form their own opinions on local and global issues. This course will prepare students for further study in Columbia College’s Academic programs.

Course Name: English for Humanities 097
Course Number: ENHUM 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to give students an introduction to reading academically in the Humanities. The lessons emphasize vocabulary used in various disciplines such as anthropology, sociology, and psychology. Students will practice notetaking, text-attack reading skills, and writing a simplified academic research paper. This course will prepare students for further study in Columbia College’s Academic programs

Course Name: English for Sciences 097
Course Number: ENSCI 097
Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to give students an introduction to academic presentation and reasoning skills. Students will focus on the writing of simple academic research papers. Students will practice note-taking, text-attack reading skills, and writing a simplified academic research paper. This course will prepare students for further study in Columbia College’s Academic programs.
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to give students an introduction to science and math vocabulary. The topics include an introduction to the scientific disciplines, the scientific method, and writing a lab report for a hands-on experiment. The course also includes lessons on vocabulary used in mathematics, including general math, algebra, and geometry. This course will prepare students for further study in Columbia College’s Academic programs.

Course Name: Fiction 097
Course Number: FIC 097

Number of credits: None
Class Hours: 5
Prerequisites: Passing all level 096 courses (C or higher), a valid external test score as per the college requirement, or as determined by the English Placement Test (EPT)
Corequisites: IS 097, ACWR 097, and an additional 097 full-course equivalent (if studying 097 only)
This course is designed to help increase students’ English vocabulary through reading and analyzing works of fiction, including short stories and novels. Communicative language activities will improve their ability to exchange literary ideas in written and spoken English. This course will prepare students for further study in Columbia College’s Academic programs.

ACADEMIC COURSE DESCRIPTIONS

UNIVERSITY TRANSFER COURSES
Courses numbered 100 and above are university courses. Semester credits are indicated in brackets to the right of the course. Course numbers that begin with “0” indicate that the course is non-credit.

Notes:
For information on transferability, see pages 55-59 or the BC Transfer Guide (www.bctransferguide.ca).

A minimum grade of C- is required for a university course to count as a prerequisite, unless stated otherwise. A minimum grade of C is required in ENGL 100 to count as a prerequisite for ENGL 101 or any 1st year Literature course.

A minimum grade of C- is required for a high school course to count as a prerequisite for another high school course. A minimum grade of C is required when the high school course is a prerequisite for a university course. A minimum grade of C is required to move from ENGL 098 to ENGL 099 and from ENGL 099 to ENGL 100.

ENGL 100 is a corequisite for all second-year Social Science courses.

All second-year courses have a (minimum) 12 credit pre-requisite.

Students may not take BIOL 100 for credit after having completed BIOL 110 or 120 or 130; students may not take CHEM 100 for credit after having completed CHEM 121; students may not take PHYS 100 for credit after having completed PHYS 110 or 130.

Corequisite courses are courses that must be taken prior to or at the same time as another course. Many corequisites are specified in the descriptions below, and it should be noted that it is the student’s responsibility to ensure that they have either completed the corequisite or are registered in it; failure to register in the stated corequisite could result in the student being removed from the course when this failure is discovered, even if this is after the course has started, and there will be no refund of tuition fees for this course.

Students in the University Transfer (UT) Program are required to register in an appropriate (i.e. as placed by external test score or by Columbia’s own English Test, the LWA) English course in each semester until English 099 and Writing Discourse 098 have been completed.

New students arriving at Columbia directly from overseas who place in ENGL 100 (either by external test score or Columbia’s English Test, the LWA) will be required to register in ENGL 100 within the first 3 semesters and will be required to repeat this course in each subsequent semester (if necessary) until they pass it.

It is recommended that students register in ENGL 100 in their first semester or as soon as they are qualified to do so.

Flex (Asynchronous Courses):

Flex courses are offered asynchronously, meaning that the course content is not given during a scheduled day and time, like in another class. Rather, students may engage with the course content at any time throughout the day, to best support their learning objectives. Instructors of these courses will be providing office hours and significant opportunities to connect with students on a regular basis. Students choosing these courses should be self-motivated in their learning and keep up with the course throughout the term. Catching up in these courses may be difficult and students are expected to keep pace on a week by week basis, as they would in any other course. Flex courses are the equivalent of other courses at the College but may engage different learning styles and assignments in order to support the student in their learning. This approach to learning may not be conducive for everyone.
Students should expect to spend the same amount of time per week on this class as in their other courses.

Note *FLEX (This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.) These courses are:

ANTH 110
BIOL 130, 200, 205
CHEM 121
CRIM 120
ENGL 100, 108, 230
GEOG 200
MATH 100
PHIL 102, 113
PSCI 100, 101, 210
PSYC 110, 217, 281

Laptop Program (*L):

The following courses listed under these areas require a laptop in the Summer 2020 semester: Applied Science (APSC), Biology (BIOL), Chemistry (CHEM), Computer Science (CSCI), Physics (PHYS), MATH. In all other courses, a laptop is expected.

Note: appropriate courses requiring a laptop are marked with *L

ACCOUNTING

Course Name: Financial Accounting
Course Number: ACCT 251
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ENGL 099
This course provides an introduction to financial accounting with a conceptual emphasis. Topics include understanding financial statements, generally accepted accounting principles, revenue and expense recognition, cash and accounts receivable, inventory, long-term assets, current liabilities, long-term liabilities, shareholders’ equity and financial statement analysis.

Course Name: Managerial Accounting
Course Number: ACCT 254
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ACCT 251
Students will learn how managers use cost and managerial accounting information in the decision making process. Topics include cost terms and behaviour, job-order costing, activity-based costing, process costing, variable costing, cost-volume-profit relationship, budgeting, standard costs and variance analysis, reporting for control and relevant information for decision making.

ANTHROPOLOGY

Course Name: Introductory Anthropology I (*FLEX)
Course Number: ANTH 110
Number of credits: 3  Lecture Hours: 4
Corequisites: ENGL 099
An introduction to the comparative study of culture. This course focuses on the concepts of adaptation and evolution and the ethnographic method. A basic framework that includes habitat, technology, social organization, economy, political structure and religion/ideology is developed for understanding and comparing ethnographic cases. A brief overview of the physical evolution of humans is included.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introductory Anthropology II
Course Number: ANTH 120
Number of credits: 3  Lecture Hours: 4
Prerequisites: ANTH 110 and ENGL 099
A further exploration of the comparative study of culture with emphasis on handling ethnographic data and institutional analysis. While the basic aim of the course remains the understanding and comparison of ethnographic studies, the focus is on the significance of religion, political organization, language, cultural change, and the arts. Students are expected to demonstrate familiarity with the concepts of adaptation and evolution and the cross-cultural perspective developed in ANTH 110.

Course Name: Gender, Sex, and Culture
Course Number: ANTH 212
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits, ANTH 110 and SOCI 110
Corequisites: ENGL 100
The goal of this course is to help develop the students critical thinking abilities with anthropological theory and methodology so they can ask and answer why/how certain gender roles develop in a particular culture and not another and how sexuality reflects a culture’s understanding and expression of a natural drive. This course will introduce students to ethnographic examples to develop a historical and adaptive context for a cultural understanding of gender and sexuality.

Course Name: Introduction to Economic Anthropology
Course Number: ANTH 230
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ANTH 100 or SOCI 110
Corequisites: ENGL 100
This course will introduce students to ethnographic examples to put into context how economic systems reflect the historical and adaptive experiences of different cultures. Students will learn anthropological theory and methodology to help develop their critical thinking abilities to better understand how and why economic systems develop as part of (not apart from) the greater cultural whole.

APPLIED SCIENCE (*L)
**Course Name:** Computer Aided Engineering Graphics  
**Course Number:** APSC 151  
**Number of credits:** 4  
**Lecture Hours:** 5  
**Prerequisites:** PREC 12 or MATH 100 or MATH 110, and ENGL 098  
This course covers the principles of engineering drawing, computer graphics, descriptive geometry, design, and problem solving. The fundamentals of graphical communication will help students think and communicate visually in the context of engineering design, and experience and develop skills in the creation and use of various types of engineering graphics through the use of Computer Aided Design (CAD) tools.

**Course Name:** Fundamentals of Computer Programming for Engineers  
**Course Number:** APSC 160  
**Number of credits:** 3  
**Lecture Hours:** 5  
**Prerequisites:** PREC 12 or MATH 100 or MATH 110, and ENGL 098  
This course is aimed at engineering students with little or no prior programming experience but a desire to understand computational approaches to problem solving. Students will learn fundamentals of Structured Programming in a high level programming language (such as C++), focusing on real-world engineering and scientific examples. An introduction to Object Oriented Programming will also be provided.

**ART HISTORY**

**Course Name:** History of Art: An Introduction  
**Course Number:** ARTH 100  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Corequisites:** ENGL 099  
This course examines the visual arts, including painting, sculpture, printmaking, photography, and architecture, from prehistory to the present. The course will examine the effects of factors such as social structure, technology, war, and religion on artistic expression. While emphasis is placed on the arts of Europe and North America, those of Latin America, Africa and Asia are also discussed.

**Course Name:** Contemporary Art in Canada  
**Course Number:** ARTH 210  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and ARTH 100  
**Corequisites:** ENGL 100  
This course provides an introduction to specific themes and issues in art produced from the mid-20th century until the present in the geographic region of Canada. Organized to focus upon specific themes or issues, it will illustrate and analyze regional and ethnic diversity, socio-political interests, and international influences upon contemporary art in Canada. Influences such as the artist-run centre movement, activism, First Nations work, new-media art, and the landscape tradition are discussed. A wide range of topics, from painting to new media, Canadian to diversity, Realism to Conceptualism, will be critically examined.

**Course Name:** Renaissance Art in Europe  
**Course Number:** ARTH 220  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and ARTH 100  
**Corequisites:** ENGL 100  
This course provides a survey of art created in Renaissance Europe between 1400 and 1600. Students are introduced to a wide range of painting, sculpture, architecture, printed imagery and material culture. We examine the Renaissance’s more famous artists, in addition to lesser-known individuals whose achievements help us to better understand the diverse forms and uses for art. Topics of interest include the revival of classical antiquity, power and political propaganda, death and the afterlife, gender and sexuality, religious difference, and the changing status of the artist. While focused primarily on Europe, the course situates artistic production within a framework of global interactions and colonial encounters.

**Course Name:** Nineteenth Century Art in Europe  
**Course Number:** ARTH 230  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and ARTH 100  
**Corequisites:** ENGL 100  
This course will provide a survey of European art and visual culture from the end of the eighteenth century to the beginning of the twentieth century, predominantly covering artistic production from France, Britain, Germany, and Spain. Covering major art movements, including Neoclassicism, Romanticism, Realism, and Impressionism, this course will consist of a roughly chronological examination of stylistic developments in painting, sculpture, photography, and decorative arts. Emphasis is placed on contextualizing art forms within a broad historical framework in order to show the connections between visual cultural productions and the political, social, economic, and technological orders of the time. This includes an examination of the impact of dominant political-economic interests such as social and scientific revolution, race and imperialism, and modernity and innovation, on the arts.

**ASIAN STUDIES**

**Course Name:** Introduction to East Asia (China)  
**Course Number:** ASIA 110  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** ENGL 099  
This survey course is an introduction to Chinese history and culture. The course deals with the origins and nature of Chinese civilization and investigates the history of China's major dynasties and concludes with a closer study of the past 150 years. This course draws from a wide range of sources, including literature and video material. The continuity of Chinese civilization through cycles and periods of apparently drastic change is emphasized; the problems of modernization and factors which may affect the future of China are studied in the latter part of the course. Throughout the course, the focus will be on the historiography of China's political and intellectual culture.
Course Name: Introduction to East Asia (Japan)
Course Number: ASIA 120
Number of credits: 3  Lecture Hours: 4
Corequisites: ENGL 099
This course introduces the culture and history of Japan, from the early period (Jomon and Yayoi), through the rise of feudalism and the development of a modern state. The emphasis is on gaining an awareness and understanding of contemporary Japanese society by studying its geographical, economic and political context, as well as its historical antecedents. Topics included are music, literature and language, religion, education, business, international relations, and family life.

Course Name: Introduction to Asian Religions
Course Number: ASIA 131
Number of credits: 3  Lecture Hours: 4
Corequisites: ENGL 099
This course introduces the major religious traditions of India, China, Korea, and Japan (including Hindu, Sikh, Jaina, Buddhist, Confucian, Daoist, and Shinto traditions) as well as methodologies for the academic study of religion. Each unit focuses on a tradition’s history, beliefs, and practices, while also exploring its internal diversity. Students examine the geographic, social, and political situations of each religion through lectures, readings, film, and discussion. Readings include primary sources in translation as well as scholarly research. Upon successful completion of the course, students will be able to discuss and analyze the major Asian traditions.

Course Name: Religion, Myth, and Literature In Indian Cinema
Course Number: ASIA 213
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ASIA 131
Corequisites: ENGL 100
This course will acquaint students with a variety of films in Indian languages while building upon a foundation of study acquired in Asia 131. Students will critically apply a variety of interpretive methods to cinematic works ranging from the earliest years of film in India up to the modern day. All films will be shown with English subtitles. Students will examine critically both the role of the film producer and their own role as film consumer. A competency in thoughtfully exploring and considering complex social themes and aesthetic choices will be built, with the ultimate aim of enabling students to participate in and engage with film in an informed manner.

Course Name: Religion, Myth, and Literature In Indian Cinema
Course Number: ASIA 250
Number of credits: 3  Lecture Hours: 4
Prerequisites: ASIA 131
Corequisites: ENGL 100
This course introduces the origins, history, and development of Buddhism in Asia and around the world. Students will delve deeper into core concepts of Buddhism, the origins and development of different Buddhist traditions, their spread through Asia and later the world, and Buddhism in contemporary societies. Content is based on primary texts in translation (e.g.: canonical and apocryphal texts, auto-/biography), secondary scholarship, and film.

BIOLOGY (*L)

Course Name: Concepts in Human Health and Biology
Course Number: BIOL 100
Number of credits: 4  Lecture Hours: 3 Lab Hours: 2
Corequisites: ENGL 099
This is a liberal arts biology course for non-science majors beginning with an introduction to the basic principles of biology. The course covers basic cell biology as well as a survey of human organ systems and how these organ systems relate to human health.

Course Name: Introduction to Biology I
Course Number: BIOL 110
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: ATPH 12, BIOL 12 or CH 12
Corequisites: ENGL 099
This is an introductory course surveying diversity of organisms, ecological and evolutionary principles, mechanisms of inheritance and cell structure.

Course Name: Introduction to Biology II
Course Number: BIOL 120
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: ATPH 12, BIOL 12 or CH 12
Corequisites: ENGL 099
This course is an introduction to biology, with an emphasis on biochemistry, anatomy and physiology. Human biochemistry, anatomy and physiology will be compared to that of plants and other animals, from a systems biology perspective. Examples of human pathology will also be discussed, as a method of learning human biology.
Note: Students may start either with Biology 110 or 120. Biology 110 and 120 together constitute the usual first year Biology sequence.

Course Name: Anatomy and Physiology I (*FLEX)
Course Number: BIOL 130
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: ATPH 12, BIOL 12 or CH 12
Corequisites: ENGL 099
This course is an introduction to Anatomy and Physiology, covering basic cell biology and histology, as well as an introduction to the structure and function of the human muscular, skeletal, cardiovascular, immune, endocrine, respiratory, urinary, digestive, and neural systems.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Cell Biology(*FLEX)
Course Number: BIOL 200
Number of credits: 4  Lecture Hours: 4
Prerequisites: 12 credits and CHEM 121, and BIOL 110 and BIOL 120 or BIOL 110 and 130, ENGL 099
This is a survey course on cell structure and function with discussions on the structure and function of the nucleus, eukaryotic organelles, the plasma membrane and cytoskeleton. Cellular processes such as DNA replication, transcription, translation, cell signaling, cellular respiration, and photosynthesis will be covered.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to Microbiology (*FLEX)
Course Number: BIOL 205
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CHEM 121, and BIOL 110 and BIOL 120 or BIOL 110 and 130, ENGL 099
This course provides an introduction to the fields of bacteriology, virology, mycology, and parasitology. Topics include microbial morphology and classification of important bacteria, fungi, protozoa and viruses, with representative examples of each. Microbial metabolism, growth requirements, genetics, and reproduction will also be discussed, as well as methods of controlling microbial growth. A survey of medically important microbes will also be included in the course.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Fundamentals of Genetics
Course Number: BIOL 234
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CHEM 121, and BIOL 110 and 120 or BIOL 110 and 130, ENGL 099
This course is an introduction to molecular and classical genetics. Topics include the structure and function of nucleic acids, linkage mapping and pedigree analysis, two gene interactions (codominance, epistasis etc.), gene regulation in prokaryotes and eukaryotes, gene mutations and large scale chromosome re-arrangements, genome and proteome analysis, and population genetics.

BIOCHEMISTRY

Course Name: Fundamentals of Biochemistry
Course Number: BIOC 201
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CHEM 210, BIOL 110 and 120 or BIOL 110 and BIOL 130, and ENGL 099
This is an introductory survey course in the fundamentals of biochemistry. The basic structure, function and metabolism of proteins, lipids, carbohydrates, and nucleic acid will be discussed, as well as basic bioenergetics, and regulation of metabolism.

BUSINESS

Course Name: Introduction to Marketing
Course Number: BUSN 250
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits
Corequisites: ENGL 100

Students will learn how to develop their own Marketing Plan. This course introduces the students to the basic concepts, terms, functions, and practices of marketing. The course provides a general knowledge of marketing including marketing mix, segmentation, targeting, positioning, and customer relationship management. Particular emphasis is placed on the core elements of a marketing plan – situation analysis, marketing strategy, sales forecast, and expense budget.

Course Name: Organizational Behavior
Course Number: BUSN 272
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ENGL 099
This course will help you to understand individual and group behaviours in organizations. It will also help you to learn about your own behaviour and how better to function in any organization. You will learn about topics such as individual differences, diversity at the work place, personality, perception, emotions, values, motivation, job design, groups vs teams, organizational structure, organizational culture, communication, power and politics, leadership, decision-making and organizational change.

Course Name: Management Science
Course Number: BUSN 290
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ENGL 099, MATH 111 or 113 or 115
This course is an introduction to how mathematics and spreadsheets can be used to help decision-making in business. Though it is a quantitative course, the emphasis is on real life applications. Topics include linear programming, network problems, basic probability theory, project scheduling, inventory models, waiting line models, statistical decision making, and simulation.

Course Name: Business and Economics' Applications of Statistics
Course Number: BUSN 291
Number of credits: 4  Lecture Hours: 5
Prerequisites: 12 credits and ENGL 099
Corequisites: MATH 111 or 113 or 115
This course is an introduction to statistics. Although it is a quantitative course, the emphasis is on real life applications in business or social science. Students will become familiar with MS Excel. Topics include descriptive statistics, probability theory, random variables and their probability distributions, confidence interval and hypotheses testing, and simple linear regression.

Course Name: Corporate Finance and Capital Markets
Course Number: BUSN 298
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and ENGL 099 and ECON 103 and 105
Corequisites: ACCT 251
This is an introductory finance course covering the concepts and analytical tools required to solve financial problems. Topics include corporate finance, time value of money, bond and stock valuation, capital budgeting, risk
and return, diversification, CAPM, market efficiency, cost of capital, and international corporate finance.

CHEMISTRY (*L)

Course Name: Chemistry and The World Around Us
Course Number: CHEM 100
Number of credits: 4 Lecture Hours: 3 Lab Hours: 2
Corequisites: ENGL 099
A liberal arts chemistry course for non-science majors beginning with an introduction to the basic principles of chemistry. The relevance of chemistry will then be applied to the world around us, with the focus being environmental issues. Topics include water/air pollution and energy resources. Fundamental lab techniques are also learned.

Course Name: General Chemistry I (*FLEX)
Course Number: CHEM 121
Number of credits: 4 Lecture Hours: 4 Lab Hours: 2
Prerequisites: CH 12
Corequisites: PREC 12 or MATH 100 or MATH 110 and ENGL 098 or equivalent to the existing list of co-requisites
This course is the first semester of first year general chemistry, dealing with the fundamental principles of chemistry. The topics covered include gases, atomic structure and the periodic table, chemical bonding, liquids, solids, solutions and an introduction to organic chemistry. This course is designed for students majoring in sciences or engineering.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: General Chemistry II
Course Number: CHEM 123
Number of credits: 4 Lecture Hours: 4 Lab Hours: 2
Prerequisites: CHEM 121
Corequisites: MATH 113 or MATH 115 and ENGL 098 or equivalent to the existing list of co-requisites
Note: For students planning to transfer to university Math, Physics, Chemistry, Computing Science and Engineering, it is advisable to enroll in MATH 113 and then MATH 114.
This course is the second semester of first year general chemistry, dealing with the fundamentals of chemical reactivity. The topics covered include kinetics, chemical equilibrium, thermodynamics, electrochemistry, organic chemistry, stereochemistry and organic reactions. This course is designed for students majoring in sciences or engineering.

Course Name: Organic Chemistry I
Course Number: CHEM 210
Number of credits: 4 Lecture Hours: 3 Lab Hours: 3
Prerequisites: 12 credits and CHEM 123
Corequisites: ENGL 099
This is a course on the fundamental principles of organic chemistry. Topics include a review of bonding and molecular structure, acids and bases, nomenclature, conformational analysis, stereochemistry, reactivity, reaction mechanism and synthesis of the principal organic classes. Students will also learn to use infrared, mass and nuclear magnetic resonance spectroscopy as tools for structure determination.

Course Name: Organic Chemistry II
Course Number: CHEM 220
Number of credits: 4 Lecture Hours: 3 Lab Hours: 3
Prerequisites: 12 credits and CHEM 210
Corequisites: ENGL 099
This course is a continuation of CHEM 210, dealing with the fundamentals of organic synthesis and the chemistry of carbonyl-containing compounds. Topics include alcohols, ethers, epoxides, conjugation, resonance, Diels-Alder Reactions, amines, substituted aromatics, amino acids, proteins, carbohydrates and lipids. The applications of standard spectroscopic techniques are discussed.

Course Name: Organic Chemistry I & II
Course Number: CHEM 230
Number of credits: 8 Lecture Hours: 6 Lab Hours: 6
Prerequisites: CHEM 123
Corequisites: ENGL 099
This course is a study of the fundamental principles of organic chemistry. The course contains the same material as CHEM 210 together with CHEM 220. The classroom hours are doubled to allow the course to be delivered in a single semester.

COMMUNICATION

Course Name: Introduction to Communication Theory
Course Number: CMNS 110
Number of credits: 3 Lecture Hours: 4
Corequisites: ENGL 099
From viral Instagram images and YouTube channels, to waiting at an airport for the next flight, we barely realize the immense amount of information that surrounds us on a daily basis. How do we make sense of all this information? How much of this information is communication? What is communication? This course addresses these questions (and many more) by providing an extensive exploration of human communication. By surveying perspectives on interpersonal and intercultural communication, understandings of the self, origins of speech, and sign systems (among others), This course explains the complex essence of human communication in a uniquely accessible and engaging way.

Course Name: Explorations in Communication
Course Number: CMNS 130
Number of credits: 3 Lecture Hours: 4
Corequisites: ENGL 099
How do popular music, cinema, news, and other forms of entertainment media get made? What makes an internet meme successful? How does “fake news” get generated and disseminated around the world? What role do digital media play in social revolutions and other forms of political change? CMNS 130 Explorations in Communication, looks at these questions and more,
examining the social, political, and economic dimensions of communication media in society. Communication transform traditional relationships between mass media and society.

Course Name: Introduction to Intercultural Communication
Course Number: CMNS 205
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 110 or 130
Corequisites: ENGL 100
An exploration of communication behavior focusing primarily on the nonverbal dimension of interpersonal communication and emphasizing its cultural implications and its deployment in mass mediated communications. Topics include the relationship of spoken language to nonverbal communication, human versus animal communications, facial expression, body language, gesture, dress and environment. Three frames of reference will guide our examination of these topics: how “face-to-face” interaction between individuals constructs cultural templates; how cultural “texts” and “contexts” mediate the relationship between individuals and societies in cross cultural communications; how actors, politicians, ad makers and other media producers deploy theatrical and technical strategies of interpersonal/nonverbal communication to generate transnational ideas.

Course Name: Social History of the Media
Course Number: CMNS 210
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 110
Corequisites: ENGL 100
The course explores, from prehistory to the present, the relationship between social change and systems of human communication. We examine the origins of symbolic representation and appraise the consequences of the adoption of symbolizing technologies within a variety of social contexts, from oral culture, through scribal and print cultures, to the globalized networking culture of today. Emerging themes of continuity and change broaden our appreciation of the ways in which our present conditions have been anticipated in earlier times.

Course Name: Understanding Television
Course Number: CMNS 220
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 110 and CMNS 130
Corequisites: ENGL 100
What is “TV”? Does it still exist? For billions of people worldwide, Netflix, YouTube, and other streaming video platforms have come to dominate our experience of “television”. But where do these televsual fixtures of the internet come from, what makes their contents so popular, and how do they work? In this course, we examine the development of television as a precedent-setting mass medium and cultural form, with a critical perspective on how TV is produced, disseminated, monetized, and watched. Through hands-on activities and close viewing of TV shows in class, students will learn strategies and methods for critically viewing the many texts of TV, including close analysis of genre, narrative structures, and how ideology and culture shape these conventions. Students will also critically examine the television industry, its transformation and dominance within digital media platforms, and the multifaceted ways in which TV content works to reproduce cultural, social, and ideological realities in contemporary societies.

CMNS 220 Understanding Television, is an illuminating, exhilarating journey through what is one of the most important communication media in modern life.

Course Name: Advertising as Social Communication
Course Number: CMNS 223
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 110 or 130
Corequisites: ENGL 100
Part theoretical, part practical, Advertising as Social Communication presents an exciting selection of ads through the investigative lenses of social communication, consumerism, and representational strategies. As advertising is becoming more and more ubiquitous, multimodal, and manipulative, we continue to remain unaware of the immense persuasive effects it has on us. Thus, this course is designed to foster a critical understanding of advertising as a form of social communication embedded within broader cultural and economic contexts.

Insightful, informative, and [most importantly] intriguing, CMNS 223 outlines the grand scheme of the world of advertising and examines its possibilities for near and not-so-near futures.

Course Name: Cultural Industries in Canada
Course Number: CMNS 230
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 130
Corequisites: ENGL 100
Much of our everyday information and entertainment is industrially produced and distributed by firms operating in the cultural sector of the economy. This course examines such “cultural industries” (e.g., print, film, music, broadcasting, and the Internet) by focusing on their business structures and economic conditions, and on the regulatory and policy issues they face. Some important themes include: the public sector/private sector relationship; independent and commercial creators; the rights of creators vs. those of users and distributors; and international dimensions of Canadian cultural production and distribution.

Course Name: Introduction to Information Technology: The New Media
Course Number: CMNS 253
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and CMNS 110 or 130
Corequisites: ENGL 100
“Nothing endures but change”, Heraclitus famously wrote. This is perhaps nowhere more apparent than in the realm of digital media. With the proliferation of wikis, chat, online
video, mobile and locative apps, automated technologies, and social media platforms, we are living amidst unprecedented possibilities for social change. CMNS 253 examines this exciting, ever-shifting terrain of 21st century new media, and its sociocultural, political, and economic implications. Through hands-on engagement with digital communication platforms, as well as critical theories of technology, students will enhance both their understanding of and facility with the world of participatory and digital media technologies in this course.

CMNS 253 Introduction to Information Technology: The New Media is a uniquely transformative experience. You won't look at your phone the same way ever again.

Course Name: Research Methods in Communication Studies  
Course Number: CMNS 262  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: 12 credits and CMNS 110 or CMNS 130  
Corequisites: ENGL 100  

What is ‘research design’? How can different understandings of ‘reality’ shape what counts as ‘truth’ in a society? Can someone explain what a ‘paradigm’ really is? Research Methods in Communication Studies addresses these questions by presenting the unfolding and expanding trends in qualitative and quantitative inquiry within communication and media studies. Inspired by the truly diverse nature of communicative processes and representations, this course covers key methodological developments and research techniques in the field. It integrates perspectives from the humanities and social sciences to emphasize the purpose, theories, and ethics behind various ‘ways of knowing’ and the significance of communication to almost any human experience.

Research Methods in Communication Studies provides students with a comprehensive and truly interdisciplinary overview of classic and emerging methodologies, methods, designs, techniques, ethical dimensions, and strategies within communication and media research.

**COMPUTER SCIENCE (‘L’)**

Course Name: Connecting with Computer Science  
Course Number: CSCI 101  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: MATH 090  
Corequisites: ENGL 097  

An overview of the history and fundamentals of computing and the connections with the arts, psychology, and biology. This course provides a thorough and rigorous overview of the fundamental issues concerning both hardware and software. No prior computing background is required.

Course Name: Programming I (*FLEX)  
Course Number: CSCI 120  
Number of credits: 3  
Lecture Hours: 5  
Corequisites: ENGL 098  

Corequisites: PREC 12 or MATH 100 or MATH 110 and ENGL 097  
This course is an introduction to computing science and program design, suitable for students with little or no programming background. Students will learn fundamental concepts and terminology of computing science, acquire introductory skills for programming in a high-level language, and be introduced to the diverse fields and applications of computing science.  
*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.*

Course Name: Programming II  
Course Number: CSCI 125  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: CSCI 120  
Corequisites: ENGL 098  

A rigorous introduction to computing science and computer programming, suitable for students who already have some background in computing science and programming. Students will learn the fundamental concepts of computing science and develop basic skills in software development. Topics include the following: the history of computing science; review of elementary programming; data types and control structures; fundamental algorithms; abstract data types; elementary data structures; basic object-oriented programming and software design; elements of empirical and theoretical algorithmic; computability and complexity; design, specification and program correctness.

Course Name: Introduction to Digital and Computer System Design  
Course Number: CSCI 150  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: CSCI 120  
Corequisites: ENGL 098  

Note: MATH 120 is strongly recommended before taking this course.  
This course introduces students to the basic concepts of digital logic design and the function and use of typical digital components belonging primarily to the small and medium scale integration (SSI, MSI) families. The design principles will be used to develop an understanding of how the functional capabilities can be provided by hardware for the operation of a microprocessor. In addition, this course will introduce the student to machine language, its relationship to the design of a computer, and its symbolic representation as assembly language. The assembly language of a particular CPU will be used to illustrate machine language programming concepts. An interactive logic simulation environment for designing and testing logic circuit design will be used for the assignments.

Course Name: Introduction to the Internet and the World Wide Web  
Course Number: CSCI 165  
Number of credits: 3  
Lecture Hours: 5  
Corequisites: ENGL 098
This course is an elementary introduction to the Internet and the World Wide Web. Students will learn the client-server model, Internet protocols, domain names and URLs, websites and Web hosting. They will also learn HTML, CSS, JavaScript and XML. Students will program both in client and server-side environments and develop data-driven Web applications. They will also learn to deploy applications on web hosting servers.

Course Names: Data Structures and Programming  
Course Number: CSCI 225  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: 12 credits and CSCI 125 and ENGL 099  
This course will explore ideas of data and program organization that allow complex tasks to be solved in simple and elegant ways. In order to manage the complexity of programs, we will look at program design and organization ideas such as abstract data types and object-oriented programming. We will gain practical experience of these ideas by considering their implementations in the C++ programming language.

Course Name: Introduction to Computers and Information Systems in Business  
Course Number: CSCI 237  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: 12 credits and ENGL 099.  
Note: this course cannot be used as a 2nd Year Science course.

This course is designed to make students knowledgeable about the fundamentals underlying the design, implementation, control, evaluation, and strategic use of modern, computer-based information systems for business data processing, office automation, information reporting, and decision making. The course also provides hands-on experience in the use of computers, with particular emphasis on personal productivity tools. Advanced and post-advanced topics of business software MS Office will be introduced.

Course Name: Introduction to Computer Architecture  
Course Number: CSCI 250  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: 12 credits and CSCI 150 and ENGL 099  
This course describes the general organization and architecture of computers, identifies the major components of computers, and studies their functions. Topics include the following: processor organization; control logic design; memory systems; instruction set architecture; and architectural support for operating systems and programming languages. A hardware description language will be used as a tool to express and work with design concepts.

Course Name: Software Engineering  
Course Number: CSCI 275  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: 12 credits and CSCI 225 and MATH 120 and MATH 113 (or MATH 111 with a B+ or MATH 115 with a C)  
Corequisites: ENGL 100  
This course introduces the basic concepts and modern tools and techniques of Software Engineering. The course emphasizes: the development of reliable and maintainable software via system requirements and specifications; software design methodologies including object-oriented design, implementation, integration, and testing; software project management; life-cycle documentation; software maintenance; and consideration of human factors and ethical issues. The course provides experience in working as a team to produce software systems that meet specifications, while satisfying an implementation schedule. Students are trained to produce professional quality oral/written presentations of system designs, reviews, and project demonstrations.

CRIMINOLOGY

Course Name: Introduction to the Criminal Justice System (*FLEX)  
Course Number: CRIM 100  
Number of credits: 3  
Lecture Hours: 4  
Corequisites: ENGL 099  
This course provides an introductory analysis of the Canadian criminal justice system and its various elements with reference to the nature of criminal law, the philosophy of crime control, criminal justice policy, and current trends/patterns of crime in Canada. Students will study the various components that form the processes by which Canada responds to criminal behavior. They will survey each of these components, such as the police, courts, and corrections, and will evaluate their impact on achieving justice.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to Criminology  
Course Number: CRIM 150  
Number of credits: 3  
Lecture Hours: 4  
Corequisites: ENGL 099
This course will introduce students to the discipline of Criminology, the study of crime and criminalization, as well as the criminal justice system. Students will examine the core concepts, basic data sources, and general research findings in the field of criminology, with particular attention to Canadian developments. Students will be introduced to the historical foundations and evolution of criminological thought, with an emphasis on key concepts such as crime, criminality, deviance, deterrence and rehabilitation. Other areas of interest that will be explored: Criminology as a body of knowledge and as a profession and its relationship to other disciplines; prominent criminological theories and approaches; and the relationship between theory and practice/policy.

**Course Name:** Historical Perspectives in Criminal Justice  
**Course Number:** CRIM 203  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** CRIM 100 or 150 OR HIST 110 or 120  
**Corequisites:** ENGL 100  
A historical review of society's reaction to crime and deviance and the continued pattern of the operation of the criminal justice system in the United Kingdom and North America, including within and impacting Indigenous cultures. The course relates this history to various political, legal, social, theoretical, philosophical movements and schools of thought. The development of the criminal law is traced through the development of the police institution, the judiciary and courts, and the birth of the prison and other secure institutions designed to control the deviant. Consideration of the history, transformation and evolution of punishment and imprisonment practice. This course provides in-depth examination of historical forces influencing the development, implementation, and modification of criminal justice approaches.

**Course Name:** Psychological Explanations of Criminal Behavior  
**Course Number:** CRIM 251  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and PSYC 110  
**Corequisites:** ENGL 100  
Students will be introduced to and critically examine neurophysiological, bio-genetic, psychiatric, and psychological explanations of deviant and criminal behavior. They will pay special attention to research that explores associations between criminality and genetics, brain chemistry, the endocrine system, mental disorders, personality, moral development, and various forms of social learning.

**Course Name:** Sociological Explanations of Crime and Deviance  
**Course Number:** CRIM 252  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and CRIM 150 and SOCI 110  
**Corequisites:** ENGL 100  
This course introduces students to sociological theories of crime and deviance that have made significant contributions to the development of the discipline of Criminology. Theories will be examined in their historical, social, and political contexts, with a focus on how constructions of crime and deviance have changed over time. Many of the prominent theories covered during this course include social ecology and strain, social learning, subcultural theories and group conflict, social control, labeling perspectives, feminist, and other critical perspectives. In addition to tracing the roots of contemporary theories to earlier frameworks, students are introduced to current applications of these theories and their policy implications.

**ECONOMICS**

**Course Name:** Introductory Economics  
**Course Number:** ECON 101  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** MATH 090  
**Corequisites:** ENGL 098  
This course provides an introduction to the principles of economics for students with no background in the subject. Throughout this course students will be asked to consider the “Economic Way of Thinking”. How are the choices of many self-interested individuals coordinated in a market? Topics include a) Microeconomics: demand, supply, equilibrium, elasticity, sunk cost vs marginal cost, comparative advantage and the problem of market power; and b) Macroeconomics: aggregate statistics, money, Classical vs Keynesian theories of coordination, fiscal and monetary policy, exchange rates, and the balance of payments.

**Course Name:** Principles of Microeconomics  
**Course Number:** ECON 103  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** ECON 101 or MATH 100 or MATH 110 or PREC 12  
**Corequisites:** ENGL 098  
This course provides a rigorous introduction to modern price theory. Topics include the theory of choice, exchange, the theory of the firm, elements of market structure and public goods, and externalities.

**Course Name:** Principles of Macroeconomics  
**Course Number:** ECON 105  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** ECON 101 or MATH 100 or MATH 110 or PREC 12  
**Corequisites:** ENGL 098  
This course provides an introduction to macroeconomic theory, with special reference to the Canadian economy. “Model Building” is emphasized. Topics covered include Canada’s national accounts, the measurement of inflation, growth and unemployment, an open economy model for Canada, elements of money and banking, and fiscal, monetary, and trade policy.

**Course Name:** Managerial Economics  
**Course Number:** ECON 207  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and ECON 103 (min C) and ECON 105 and ENGL 099 and MATH 111 or 113 or 115
This is a course in price theory at the intermediate level, focusing on topics that are relevant to managerial decision making. Topics include the theory of demand, production and cost, market structure, strategic behavior and game theory, the role of government, and forecasting and estimation techniques.

**Course Name:** Wealth and Poverty of Nations  
**Course Number:** ECON 234  
**Number of credits:** 3  
**Prerequisites:** 12 credits and ECON 103 and ECON 105  
**Corequisites:** ENGL 100  
This course introduces students to the subject of poverty and inequality. In particular, we will study the measurement of inequality and poverty, and investigate the causes of inequality between societies and across nations. The topics covered in this course include concepts and measurement of poverty and inequality, the global distribution of income and wealth, and how Canada fits within the global context. Finally, we will embark on a search for the causes and determinants of inequality from economic, political, and institutional aspects.

**Course Name:** Money, Banking, and Financial Markets  
**Course Number:** ECON 240  
**Number of credits:** 3  
**Prerequisites:** 12 credits and ECON 103 and ECON 105  
**Corequisites:** ENGL 100  
This course provides an introduction to monetary and financial economics, with special reference to the Canadian economy. Topics covered include fundamentals of financial markets and instruments, the term structure of interest rates, the nature and functions of money, money and the real economy, monetary policy in Canada, and open-economy monetary analysis.

**Course Name:** Environmental Economics  
**Course Number:** ECON 260  
**Number of credits:** 3  
**Prerequisites:** 12 credits and ECON 103 and ECON 105  
**Corequisites:** ENGL 100  
This course applies the tools developed in Economics 103 to current environmental issues. Topics covered include Canada’s macroeconomic history, fiscal and monetary policy issues, government debt and deficits, NAFTA and the FTA, the Canadian balance of payments, and the value of the Canadian dollar.

**Course Name:** Introduction to Labor Economics  
**Course Number:** ECON 280  
**Number of credits:** 3  
**Prerequisites:** 12 credits and ECON 103 and ECON 105  
**Corequisites:** ENGL 100  
This course introduces students to the “modern” theory of labor market behavior. Some time will be devoted to the study of empirical evidence (Canadian evidence in particular) supporting or refuting a variety of theoretical propositions. Implications for public policy will be emphasized throughout. Topics to be covered will be selected from the following: demand for labor; supply of labor; wage differentials; investment in human capital; unions and collective bargaining; search models of unemployment; informational asymmetry models of unemployment; and inflation and unemployment tradeoffs.

**Course Name:** Canadian Macroeconomic Policy  
**Course Number:** ECON 290  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and ECON 103 (with a minimum grade of C) and ECON 105  
**Corequisites:** ENGL 100  
This course applies the tools developed in Economics 103 to current issues in the Canadian economy. Topics include opportunity cost, economic efficiency, dead weight loss, the effects of taxes and subsidies, an economic analysis of marketing boards, the redistribution of income, and market failure.

**Course Name:** Canadian Microeconomic Policy  
**Course Number:** ECON 291  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and MATH 111 or 113 or 115 and ECON 103 and ECON 105 (with a minimum grade of C)  
**Corequisites:** ENGL100  
This course applies the tools developed in Economics 105 to current issues in the Canadian macro economy. Topics covered include Canada’s macroeconomic history, fiscal and monetary policy issues, government debt and deficits, NAFTA and the FTA, the Canadian balance of payments, and the value of the Canadian dollar.

**ENGLISH**

**Course Name:** English Preparation  
**Course Number:** ENGL 098  
**Number of credits:** 0  
**Lecture Hours:** 8  
**Prerequisites:** ENGL 097  
**Corequisites:** WD 098  
This is an English preparatory course for students in the university transfer program. The course covers all aspects of language development, with particular attention to the reading, writing, listening and speaking skills needed for university-level work. Note: ENGL 098 students are permitted to concurrently take a maximum of two (restrictions apply) university transfer credit courses.

**Course Name:** Advanced College Preparation  
**Course Number:** ENGL 099  
**Number of credits:** 0  
**Lecture Hours:** 8  
**Prerequisites:** ENGL 098 (C)  
This course is an advanced English preparatory course. The course focuses on university-level reading, writing, listening and speaking skills. Students develop skills in summary writing, essay writing, research and documentation of sources in MLA format. Students also participate in oral presentations. Writing is in response to text and supplementary readings (or various media) in a variety of subject areas and rhetorical styles. Particular attention is paid to integrating and synthesizing sources and avoiding plagiarism. Through discussion and written work, students will develop their critical thinking skills.
Note: Students who do not earn a C in WD 098 must see a counsellor before registering in ENGL 099. There will be a hold on their registration until they do so.

Course Name: Language and Composition (*FLEX)
Course Number: ENGL 100
Number of credits: 3   Lecture Hours: 5
Prerequisites: ENST 12 (C) or ENGL 099 (C) and WD 098 (C)
This is a course in the fundamentals of university-level reading and writing. Students will analyze university-level prose and write academic papers for a variety of purposes. Attention is given to the writing process, rhetorical strategies, paragraph development, grammar, mechanics, and style. Through the writing of a research paper, students are introduced to research techniques and documentation of sources in MLA format.
*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Approaches to Academic Writing
Course Number: English 101
Number of credits: 3   Lecture Hours: 5
Prerequisites: ENST 12 (C+) or ENGL 100 (C)
This is an intensive course in advanced academic writing. Students will be given opportunities to summarize, analyze and evaluate academic texts from a variety of disciplines. To better prepare students to become critical readers and writers, the academic argumentative essay will be the central focus of discussion with notice given to the understanding and use of persuasive strategies. Students also write a formal research paper in which they develop their skills in the use of scholarly research and documentation of sources. Time and attention are given to drafting of paragraphs and essays, allowing the students to focus on revising their work.

Course Name: Introduction to Literary Non-Fiction (*FLEX)
Course Number: ENGL 108
Number of credits: 3   Lecture Hours: 4
Prerequisites: ENST 12 (C+) or ENGL 100 (C) or ENGL 101 (C)
This course is an introduction to the study of nonfiction prose and to the principles and practice of expository writing. Readings will range from the origins of literary nonfiction (letters and diaries) to modern personal essays to larger works (biography/memoir) by some important writers of the 20th and 21st centuries. Students will develop a critical understanding of the literary, social, and cultural dimensions and contexts of these various forms of nonfiction writing and will also develop skills in literary analysis, focusing on the communication of this analysis in essay form, while using terminology appropriate to the conventions of the genre.
*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: 20th Century Poetry and Fiction
Course Number: ENGL 110
Number of credits: 3   Lecture Hours: 4
Prerequisites: ENST 12 (C+) or ENGL 100 (C) or ENGL 101 (C)
This course is an introduction to the study of 20th and 21st century short fiction and poetry and to the principles and practice of expository writing. Students will develop a critical understanding of the literary, social, and cultural dimensions and contexts of these genres and will also develop skills in literary analysis, focusing on the communication of this analysis in essay form, while using terminology appropriate to the conventions of the two genres.

Course Name: Introduction to the Novel
Course Number: ENGL 121
Number of credits: 3   Lecture Hours: 4
Prerequisites: ENST 12 (C+) or ENGL 100 (C) or ENGL 101 (C)
This course is an introduction to the study of novels written since the 19th century and to the principles and practice of expository writing. Students will develop a critical understanding of the literary, social, and cultural dimensions and contexts of the genre and will also develop skills in literary analysis, focusing on the communication of this analysis in essay form, while using terminology appropriate to the conventions of the genre.

Course Name: Introduction to Drama
Course Number: ENGL 131
Number of credits: 3   Lecture Hours: 4
Prerequisites: ENST 12 (C+) or ENGL 100 (C) or ENGL 101 (C)
This course is an introduction to the study of Western drama (from its origins in Greek plays to contemporary theatre) and to the principles and practice of expository writing. Students will develop an understanding of several critical approaches to literature, as they consider the literary, social, and cultural contexts of the works they study. Students will also develop their skills in literary analysis, focusing on the communication of this analysis in essay form, while using terminology appropriate to the conventions of the genre. A field trip to a local theatre performance is usually included in the course.

Course Name: English Literature to the Restoration
Course Number: ENGL 210
Number of credits: 3   Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, 110, 121, or 131
This course is the study of English literature from the Middle Ages to the Restoration. Students will develop an understanding of the ideas, social movements, historical contexts, and literary conventions that influenced selected works and will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

Course Name: Popular Fiction
Course Number: ENGL 215
Number of credits: 3   Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, 110, 121, or 131
This course is the study of popular prose fiction from the 19th century to the present, with a focus in any given semester on a specific genre to be determined by the instructor. Genres for selection include, but are not limited to, gothic, historical, science fiction, mystery, and women’s fiction. Students will develop an understanding of the ideas, social movements, historical contexts, and literary conventions that influenced selected works and will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

Course Name: English Literature from the Restoration
Course Number: ENGL 220
Number of credits: 3 Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, ENGL 110, ENGL 121, or ENGL 131

This course is the study of movements in English poetry and prose beginning with Romanticism in the late 18th century and ending with the early modern period in the 20th century. Students will look in some detail at individual writers, their works and ideas, and also gain insight into the cultural and historical forces that shaped these literary movements. The three distinct periods examined are the Romantic Period (1780-1830), the Victorian Period (1830-1902), and the Early Modern Period (1902-1960). Students will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

Course Name: Modern Canadian Literature (*FLEX)
Course Number: ENGL 230
Number of credits: 3 Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, ENGL 110, ENGL 121, or ENGL 131

This course is the study of modern Canadian fiction. Course content may include poetry, prose and drama. Students will expand their understanding of the major themes, styles, and techniques of modern Canadian writers. Students will become familiar with the tenets and precepts of literary criticism as it pertains to modern and contemporary Canadian literature. Students will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to Dramatic Forms and Conventions
Course Number: ENGL 231
Number of credits: 3 Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, ENGL 110, ENGL 121, or ENGL 131

This course is the study of the major dramatic forms of the late nineteenth into the twentieth centuries. Playwrights whose work will be considered include Anton Chekhov, Henrik Ibsen, George Bernard Shaw, Susan Glaspell, Harold Pinter, David Mamet, John Osborne, Tom Stoppard, Tennessee Williams, and Samuel Beckett. The course includes an exploration of the changes in acting, staging techniques and conventions, theatrical architecture, and social content. The course includes theatre-going and film-viewing. Students will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

Course Name: Modern American Literature
Course Number: ENGL 240
Number of credits: 3 Lecture Hours: 4
Prerequisites: 12 credits and ENGL 100 or ENGL 101 and C in one of ENGL 108, ENGL 110, ENGL 121, ENGL 131

This course is the study of the forms of Modern American Literature. Prose, poetry and drama may be included in the course. Students will study material that illustrates and criticizes some of the most common themes in American writing, including the American Dream, rugged individualism, the road west, and race relations. Students will demonstrate informed literary analysis and proper use of appropriate terminology through oral presentations and written essays.

FRENCH

Course Name: Introductory French I
Course Number: FREN 101
Number of credits: 3 Lecture Hours: 5
Corequisites: ENGL 099

This is an introductory course for students with no previous knowledge of French. The course is designed to give students a basic grounding in the French Language. Classes will survey some important features of the French Language, focusing on basic grammar and vocabulary, and will also explore various Francophone cultures, primarily from Canada and France. All activities will require interactive communication to reinforce learning.

GEOGRAPHY

Course Name: Introduction to Human Geography
Course Number: GEG 100
Number of credits: 3 Lecture Hours: 4
Corequisites: ENGL 099

This course explores basic concepts in human geography which are essential to understanding the changing relationship between people and places around the world. Our course will focus on the interdependence between society and space, examining economic, political and cultural interactions in an increasingly globalized world. Topics will include core concepts such as place and scale, core-periphery dynamics, place and landscape, economic development, cultural transformation, agriculture, population geography and migration, urbanization, and environmental problems.

Course Name: Social Geography (*FLEX)
Course Number: GEOG 200  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: GEOG 100  
Corequisites: ENGL 100  
This course investigates the key concepts of, and approaches to, social geography – a rich and dynamic subfield of human geography. Social geographers conceptualize place and space as playing an active role in mediating social processes. In other words, space and society are mutually constituted. GEOG 200 investigates the role of space and place in the (re)production of identities, social hierarchies, exclusions and inclusions, and other social constructions in the contemporary context. From themes of gender, class, race, sexuality, and ability, across a variety of scales, this course will help students think critically about the role that geography plays in shaping our understandings of the world and each other.  
*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.*

Course Name: Environment and Society: The Geography of Environmental Challenges  
Course Number: GEOG 230  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: 12 credits and GEOG 100  
Corequisites: ENGL 100  
This course explores the spatial dimensions of contemporary global environmental change and the complex relations between the environment and society in the 21st century. Throughout the semester, students will investigate and learn about a broad range of contemporary environmental challenges such as the water crisis, food security, biodiversity loss, land use change, climate change, indigenous land rights, and resource extraction. Students will learn to approach these challenges through a variety of theories and distinct lenses, including political economy, hazards' geography, political ecology, and environmental justice. In doing so, students will learn to identify and evaluate theories about the causes of environmental problems and also work to propose potential solutions for resolving such problems on a variety of scales.

**HISTORY**

Course Name: Canada to 1867  
Course Number: HIST 110  
Number of credits: 3  
Lecture Hours: 4  
Corequisites: ENGL 099  
This course is an introduction to the history of Canada from the period of earliest human occupation to Confederation in 1867. The course focuses on major themes in Canada’s past, including the diversity of early First Nations’ cultures, Indigenous and settler relations, colonialism, immigration, the fur trade, gender roles, family structures, and social reform. A brief framework of the approaches and methods that historians use to study the past is presented.

Course Name: Canada from 1867  
Course Number: HIST 211  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: 12 credits and HIST 110 or HIST 120  
Corequisites: ENGL 100  
This course is a survey of human societies and cultural interactions in world history from 1500 CE to the present. In particular, students will investigate major ideas and patterns in world history, the roles of empires and trade, and the interaction of cultures from around the world as drivers in a long history of globalization. Through the use of historical documents, video material and historic sites to present a brief framework of the methods that historians use to study the past.

**LATIN AMERICAN STUDIES**

Course Name: Latin American Studies  
Course Number: LAST 100  
Number of credits: 3  
Lecture Hours: 4  
Corequisites: ENGL 099  
This survey course studies one of the most dynamic regions on the planet: Latin America. The course introduces students to the cultures, societies, and languages of Latin America’s ancient and modern peoples. An interdisciplinary approach integrates analyses from history, politics, economics, geography, anthropology, and cultural studies to provide a comprehensive overview of this progressive but complex group of twenty-two countries.
Course Name: Basic Mathematics  
Course Number: MATH 090  
Number of credits: 0  
Lecture Hours: 4  
Corequisites: ENGL 097  
This is a developmental course in mathematics intended for students who wish to upgrade their math skills in order to take a first year university precalculus course. Students learn to understand and apply intermediate algebra and arithmetic skills. The course is adapted to individual learning differences by working closely with each student and this is possible due to the smaller class size for this course—the maximum number of students per section is 18.

Course Name: Pre-calculus (*FLEX)  
Course Number: MATH 100  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: Math Placement Test (MPT 1 with 24 or MPT 2 with 12) or MATH 090 with B or MATH 110 with D or FOM 12 with C or MATH 105 with C- or PREC 11 with C  
This course is designed both for students who need to improve their background in mathematics before attempting a calculus course and Social Science students who need credits to fulfill their Associate Degree requirement. MATH 100 is an introductory college mathematics course designed to provide a strong background in algebra, elementary functions including polynomial, exponential, logarithmic functions, and trigonometry as preparation for a calculus course.  
*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introductory Statistics  
Course Number: MATH 105  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: Math Placement Test (MPT 1 with 12 or MPT 2 with 0) or MATH 090 with C- or PREC 11 with B or PREC 12 with C- or FOM 12 with C-  
This is an introductory course in statistics based on elementary algebra. The emphasis is on applications rather than theory. This course is designed primarily for Social Science students who need credits to fulfill their associate degree requirement, but Science students can also take it and get credit for it. It is a good preparation for Mathematical Statistics, MATH 206.

Course Name: Pre-calculus Plus  
Course Number: MATH 110  
Number of credits: 3  
Lecture Hours: 8  
Prerequisites: Math Placement Test (MPT 1 with 12 or MPT 2 with 0) or MATH 090 with C- or FOM 12 with C- or PREC 11 with C-  
Note: Credit will not be granted for both Math 100 and Math 110.  
Precalculus Plus is a comprehensive first year university mathematics course designed to prepare students to take university-level calculus courses for Social Sciences or for Physical Sciences or Engineering. The course begins with a review of algebra followed by a detailed study of functions used in calculus including exponential, logarithmic and trigonometric functions and their graphs. MATH 110 has the same learning outcomes as MATH 100 but has extra time allocated to it so as to allow coverage of some additional basic topics at the start of the course.

Course Name: Calculus I for Business and Social Sciences  
Course Number: MATH 111  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: Math Placement Test (MPT 1 with 24) or MATH 100 (C-) or MATH 110 (C-) or PREC 12 (C)  
Note: Credit will only be granted for one of MATH 111 or MATH 113 or MATH 115  
This is the first course in calculus, and it is a requirement for students in Business/Commerce and Economics. Topics include review of basic functions, limits, derivatives, and applications of derivatives. The emphasis is on applications and examples rather than theory. The course covers review of elementary functions, limits, continuity, derivatives and antiderivatives of the elementary functions, and applications of the derivative in graphing and extremum problems.

Course Name: Calculus II for Business and Social Sciences  
Course Number: MATH 112  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: MATH 111 or MATH 113 or MATH 115  
Corequisites: ENGL 098  
This is continuation of MATH 111 and is intended for students in Commerce, Economics, or Business. Topics include integration, applications of integration, introduction to multivariable calculus, sequences and series. This is a required course for students doing Associate Degree in Economics.

Course Name: Calculus I  
Course Number: Mathematics 113  
Number of credits: 3  
Lecture Hours: 4  
Prerequisites: Math Placement Test (MPT 2 with 32) or MATH 100 (B) or MATH 110 (B) or PREC 12 (C) or MATH 111  
Note: Credit will be granted for only one of MATH 111 or MATH 113 or MATH 115. This is the first course in calculus designed for students majoring in Math, Physics, Chemistry, Computing Science, and Engineering (Students continuing on to university in these fields are advised to take MATH 114 after MATH 113). MATH 113 covers continuity, derivatives and antiderivatives of the elementary functions, and applications of the derivative in graphing and extremum problems.

Course Name: Calculus II  
Course Number: MATH 114  
Number of credits: 3  
Lecture Hours: 5  
Prerequisites: MATH 113 (C-) or MATH 111 (A) or MATH 115 (C)  
Corequisites: ENGL 098
**Note:** This is the second course in calculus designed for students majoring in Math, Physics, Chemistry, Computing Science and Engineering. Students continuing on to a university in these fields are advised to enroll in MATH 113 and then MATH 114. MATH 114 is a continuation of MATH 113, covering antiderivatives, techniques of integration, definite integrals, applications of integrals, sequences and series, and Taylor polynomials and series. It is a required course for both Associate of Science (Math) students and certain Science majors at university.

**Course Name:** Calculus I for the Life Sciences  
**Course Number:** MATH 115  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** Math Placement Test (MPT 2 with 30) or MATH 100 (B-) or MATH 110 (B-) or PREC 12 with C or MATH 111  
**Note:** Credit will only be granted for one of MATH 111, MATH 113, or MATH 115. This is the first course in calculus designed for students majoring in the Life Sciences or Biology. Topics include review of basic functions, limits, derivatives, and applications of derivatives. The emphasis is on examples and applications in Zoology, Botany, Biochemistry, Microbiology, Genetics, Paleontology, Marine Biology and Ecology.

**Course Name:** Calculus II for the Life Sciences  
**Course Number:** MATH 116  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** MATH 115 (C-) or MATH 113 (C-) or MATH 111 (A-)  
**Note:** Credit will be granted for only one of MATH 112, MATH 114, or MATH 116. This course is a continuation of MATH 115 and is designed for students majoring in the Life Sciences. The emphasis is on examples and applications of integration, probability, and differential equations in Zoology, Botany, Biochemistry, Microbiology, Genetics, Paleontology, Marine Biology and Ecology.

**Course Name:** Discrete Mathematics  
**Course Number:** MATH 120  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** MATH 100 (B) or MATH 110 (B) or MATH 111 or MATH 113 or MATH 115 or PREC 12 (B)  
This is the first course in discrete mathematics with introduction to logic and formal reasoning. Topics include fundamental principles of counting and logic, set theory, mathematical induction, properties of integers, relations and functions. The course is primarily designed for Mathematics, Computer Science, and Science students, but Social Science students who need credits to fulfill their associate degree requirement can also benefit from it. It is a required course for Associate Degree in Mathematics students.

**Course Name:** Mathematical Statistics  
**Course Number:** MATH 206  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits  
Corequisites: MATH 114 or MATH 116  
This is a calculus-based introduction to probability and mathematical statistics. Topics include random variables and the special distributions of statistical theory. The course is primarily designed for Mathematics, Computer Science, and Science students, but Social Science students majoring in Business and Economics can also get required credit for it.

**Course Name:** Calculus III  
**Course Number:** MATH 213  
**Number of credits:** 3  
**Lecture Hours:** 5  
**Prerequisites:** 12 credits and MATH 114 (C-) or MATH 116 (C)  
An introduction to calculus of several variables, treating limits and continuity, partial derivatives, extrema, the chain rule, double, triple and path integrals. The course is designed for Mathematics, Computer Science, and Science students. It is a required course for Associate Degree in Mathematics students.

**Course Name:** Calculus IV  
**Course Number:** MATH 214  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and MATH 213. This is a course in vector calculus that applies calculus to vector functions of a single variable as well as to scalar and vector fields. Topics include gradient, divergence, curl, line and surface integrals, the divergence theorem and the theorems of Green and Stokes. The course is designed for Mathematics, Computer Science and Science students.

**Course Name:** Mathematical Proof  
**Course Number:** MATH 215  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and MATH 114 or 116. This is a second year course for students majoring in Mathematics and Science. The emphasis is on understanding different proof techniques in mathematics and writing correct and clear proofs.

**Course Name:** Discrete Mathematics II  
**Course Number:** MATH 221  
**Number of credits:** 3  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and MATH 120 with C-  
This is a second course in discrete mathematics – a continuation of MATH 120. Topics include relations, the principle of inclusion and exclusion, generating functions, recurrence relations, introduction to graph theory and trees. This course is designed for students of Mathematics, Computer Science, and Engineering.

**Course Name:** Analysis I  
**Course Number:** MATH 225  
**Number of credits:** 1  
**Lecture Hours:** 4  
**Prerequisites:** 12 credits and MATH 114 (C-) or MATH 116 (C+) and either MATH 120 or MATH 215  
This is the first course in pure mathematics, introducing the ideas of limits, convergence and divergence of sequences. The course is designed for students majoring in Mathematics, Science, Engineering, and Theoretical
Computer Science. It is a required course for Associate Degree in Mathematics students.

**Course Name:** Introduction to Ordinary Differential Equations
**Course Number:** Mathematics 230
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** 12 credits and MATH 114 (C-) or MATH 116 (C) and MATH 252
**Corequisites:** MATH 252

This is an elementary course in differential equations, introducing techniques for solving first, second, and higher order linear differential equations, systems of ordinary differential equations and the Laplace Transforms. The course is designed for Science students and particularly for those majoring in Mathematics and Computer Science. It is a required course for Associate Degree in Mathematics students.

**Course Name:** Linear Algebra and Differential Equations
**Course Number:** MATH 235
**Number of credits:** 4  **Lecture Hours:** 5
**Prerequisites:** 12 credits and MATH 114 (C-) or MATH 116 (C)

This course is an introduction to differential equations for students who intend to study engineering. Besides first and second order ODEs, linear systems and Laplace transforms, the syllabus also includes Fourier series and some basic partial differential equations.

**Course Name:** Linear Algebra and Differential Equations
**Course Number:** MATH 252
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** 12 credits
**Corequisites:** MATH 114 or MATH 116

An introduction to linear algebra including theory and application of vector spaces, linear transformations and matrices, eigenvectors and eigenvalues and inner product spaces. The course is designed for Science students and particularly for those majoring in Mathematics and Computer Science. It is a required course for Associate Degree in Mathematics students.

**PHILOSOPHY**

**Course Name:** Introduction to Philosophy
**Course Number:** PHIL 101
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** ENGL 099

This course is an introduction to the scope and methods of philosophical inquiry. Topics may include the nature of knowledge and justification, truth, the existence of God, mind and body, personal identity, and freedom and determination. The purpose of this course is to introduce students to what philosophy is and how it is practiced through examination of selected issues in the areas of metaphysics and epistemology. Topics examined include skepticism, the nature of empirical knowledge and justification, the possibility of knowledge of reality, personal identity, and free will. Classic and contemporary readings are examined.

**Course Name:** Introduction to Ethics
**Course Number:** PHIL 102
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** ENGL 099

This course is an introduction to the philosophical study of ethics. It is concerned with questions of the nature of moral goodness, agency, the scope of moral concern, and moral skepticism, and it surveys important normative ethical theories. Some portion of the course will be devoted to application of ethical theory to contemporary moral issues such as abortion, punishment, human rights, animal rights, biomedical ethics, environmental ethics, business ethics, and social and human responsibility. Students are introduced to a selection of approaches to ethical reasoning, including consequentialist, deontological, and social examples.

**Course Name:** Introduction to Logic and Critical Thinking (*FLEX)
**Course Number:** PHIL 113
**Number of credits:** 3  **Lecture Hours:** 4
**Corequisites:** ENGL 099

This is a course in informal and inductive logic, emphasizing analysis and evaluation of arguments in natural languages. It introduces students to some of the techniques that logicians have developed for thinking about reasoning and explaining what distinguishes good from bad. Topics covered include informal fallacy theory, inductive reasoning and inductive fallacies, categorical propositions and syllogisms, basic sentential logic (including symbolization), truth-tables, and consistency trees.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.*

**Course Name:** Metaphysics
**Course Number:** PHIL 205
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** 12 credits
**Corequisites:** ENGL 100

This course explores questions about the fundamental nature of reality. Topics may include the nature of time, personal identity, the existence of God, whether we have free will, or why anything exists at all.

**Course Name:** Deductive Logic
**Course Number:** PHIL 213
**Number of credits:** 3  **Lecture Hours:** 4
**Prerequisites:** 12 credits
**Corequisites:** ENGL 099

This course is an introduction to sentential and predicate logic, with a special emphasis on the translation of natural language into formal language. This course covers syntax, symbolization, semantics, and formal deduction systems for first-order sentential and predicate logic.

**Course Name:** Science and Society
**Course Number:** PHIL 260
Physics (*L)

Course Name: Physics for Future Leaders
Course Number: PHYS 100
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: None. Math 11 is recommended.
Corequisites: ENGL 098

This course provides an introduction to the history and philosophy of science, which is mainly concerned with understanding how science has been able to generate so much knowledge about the world. Topics may include how to distinguish science from non-science, the nature of scientific theories and explanations, the relationship between theory and observation, the historical development of scientific theories, the role science plays in society, as well as some critiques of science.

Course Name: Newtonian Mechanics
Course Number: PHYS 110
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: PHYS 12
Corequisites: MATH 113 or MATH 115

This is an introductory course in Newtonian mechanics, using the basic concepts of differential and integral calculus to study rectilinear motion and vector calculus to study rectilinear motion and motion in the plane. Topics include reference, collisions, work-energy principles, harmonic motion, rotation, and simple problems in relative dynamics.

Course Name: Engineering Mechanics
Course Number: PHYS 118
Number of credits: 4  Lecture Hours: 6
Prerequisites: PHYS 110 or PHYS 130 and MATH 113 (C-) or Math 115 (C)

In this course, students study the equilibrium of a particle, equilibrium of a rigid body, internal forces, friction, the kinematics of a particle, Newton’s second law, work, energy, impulse, and momentum.

Course Name: Electricity and Magnetism
Course Number: PHYS 120
Number of credits: 4  Lecture Hours: 4 Lab Hours: 2
Prerequisites: PHYS 110 or PHYS 130
Corequisites: MATH 114 or MATH 116

This is an introductory course in electricity and magnetism, including Coulomb’s Law, the electrical structure of matter, Gauss’s Law, electrical potential, capacitance and properties of dielectrics, complex DC circuits, magnetic force and magnetic fields in free space, Ampere’s Law, AC circuits, and Maxwell’s Equations.

Political Science

Course Name: Introduction to Political Science (*FLEX)
Course Number: PSCI 100
Number of credits: 3  Lecture Hours: 4
Corequisites: ENGL 099

This course introduces students to the primary concepts and terminology of political science. We will discuss defining components of politics like the interaction between states and the market. Students will explore the ways that values, ideas, and cultures can impact politics and political structures and examine the formal
structures and functions of government. We will talk about the politics of developing and developed states and consider a variety of case studies, including India, China, Canada, and the United States. Finally, the course will explore different forms of political participation as well as politics in an ever-globalizing world. Students will be asked to explore newsworthy events through the framework and concepts introduced in course readings.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

**Course Name:** Introduction to Canadian Government

**Course Number:** PSCI 101

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:**

**Corequisites:** ENGL 099

This course will introduce students to the basic components and structure of Canadian government. It examines the societal norms and institutions that have informed Canadian politics. It introduces students to Canada’s branches of government and their role in informing Canadian democracy, as well as the politics and political parties that dominate it. Students will examine the policy-making environment in Canada, impact of the Canadian Constitution and the Charter of Rights and Freedoms on the lives of Canadians, intergovernmental relationships between the federal government and the provinces, as well as consider the evolving place of First Nations people within Canada. This course is ideal for understanding the political structures that impact our daily lives, as well as for covering some core discussion topics related to Canadian citizenship.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

**Course Name:** Introduction to Comparative Politics

**Course Number:** PSCI 202

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:** 12 credits

**Corequisites:** ENGL 100

Why have some states successfully democratized, while others have tried and failed? Why is political participation higher in some democratic states than in others? Why does political violence occur in one state, but not in another? The study of comparative politics enables students to answer these questions, raise important questions of their own, and develop tools to critically analyze the similarities and differences across states, explore a variety of political systems, and consider the institutional, economic, social and cultural forces that impact and inform them. Case studies from Asia, Africa, Europe, and South America provide practical examples illustrating the theories and concepts that are introduced.

**Course Name:** Introduction to International Relations And Global Politics (*FLEX)

**Course Number:** PSCI 210

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:** 12 credits

**Corequisites:** ENGL 100

The course will examine the events that have shaped our understanding of global politics, consider current events in this context, and apply this knowledge to emerging issues that will influence and inform foreign policy and international relationships into the future.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

**Course Name:** Introduction to Political Theory

**Course Number:** PSCI 240

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:** 12 credits

**Corequisites:** English 100

Using some of the foremost texts of Western political thought, students will critically examine the contemporary political world along with their own beliefs and values. By exploring the writings of theorists such as Plato, Machiavelli, Locke, Rousseau, Marx, and Nietzsche, students will gain an understanding of the wide range of different ways that these thinkers have answered key political questions. Students will become familiar with key concepts and ideas dealt with in the tradition of Western political thought, as well as the historical context from which they emerged. Students will refine and develop their analytical writing skills and will be better able to understand and engage with many of the theoretical debates that underwrite contemporary politics.

**Course Name:** Introduction to Public Administration

**Course Number:** PSCI 251

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:** 12 credits

**Corequisites:** ENGL 100

The study of public administration is at the core of understanding government action and function. It is also at the heart of many core political science debates. What is the role of government? What is the relationship between elected officials and public servants? Who is accountable? What are the principles of managing within government? This course seeks to tackle all of these issues and more, providing students with multiple perspectives and the tools to formulate their own hypotheses in regards to these debates.

**Course Name:** Introduction to the Politics of the City

**Course Number:** PSCI 252

**Number of credits:** 3  **Lecture Hours:** 4

**Prerequisites:** 12 credits

**Corequisites:** ENGL 100

This course introduces students to the politics of Canadian cities. It explores the responsibilities of city governments, the ways they make policy, and their relationship with other levels of government. Further, it investigates the quality of democratic governance in cities, as well as how city spaces construct relations of
equality and inequality and the ways city-living shapes our interactions with different individuals and social groups. Students will learn the basic institutions of government within Canadian cities and how city governments fit into the broader institutional structure of the Canadian state. They will also become familiar with some of the key policy challenges facing Canadian cities in the 21st century. Further, students will understand key theories of urban governance and policy making.

Course Name: Introduction to Public Policy
Course Number: PSCI 253
Number of credits: 3  Lecture Hours: 4  Prerequisites: 12 credits and PSCI 100 or PSCI 101 or PSCI 202
Corequisites: ENGL 100
This course examines the development of public policy with a focus on Canadian governance issues. Course content is split into three broad themes. First, students will be introduced to the policy cycle and foundational theories in policy making and governance. Students will examine challenges and opportunities associated with multi-level governance structures, policy implementation and its evaluation. Second, students will explore pertinent policy issues in the contemporary world, with particular focus on indigenous policy and governance, social policy, health policy, and economic policy. Finally, students will engage with a number of critical perspectives that have often been under-conceptualized in traditional governance structures, as well as strategies for ensuring not only that these underserved constituencies are not only heard, but that their interests are served.

Course Name: Decolonizing Development: The Politics of Progress
Course Number: PSCI 260
Number of credits: 3  Lecture Hours: 4  Prerequisites: 12 credits and PSCI 100 or PSCI 202 or SOCI 250
Corequisites: ENGL 100
This course will provide basic training in post-colonialism as a research approach and other qualitative methods in political science to help students explore how colonial histories of violence continue to shape the landscapes, political structures, and relationships of the present. In addition to traditional methods training, students will experiment with different mediums such as social media marketing/content design, policy briefs and NGO grant writing/proposals to explore different dimensions of the field of development as a career.

Course Name: Environmental Policy and Sustainable Development
Course Number: PSCI 275
Number of credits: 3  Lecture Hours: 4  Prerequisites: PSCI 100, 101, or 202; OR GEOG 100
Corequisites: ENGL 100
This course is designed to discuss the real-world policy instruments being utilized around the world to deal with environmental concerns like global warming, climate change, water scarcity, oil dependency and pollution. While it will begin with the theoretical and ideological arguments that underpin environmental and sustainable development policies, the bulk of this course will focus on actual policies and their level of effectiveness in achieving their goals. Examples will be drawn from around the world, with a particular focus on comparing the policies of foreign states to those used in Canada. At the end of this course, students will have a comprehensive understanding of the techniques governments have at their disposal and their core advantages and disadvantages, as well as a better understanding of the political contexts that tend to structure the viability of policies in some locations compared to others.

**PSYCHOLOGY**

Course Name: Introductory Psychology I (*FLEX)
Course Number: PSYC 110
Number of credits: 3  Lecture Hours: 4  Prerequisites: PSYC 110
Corequisites: ENGL 099
This is the first of a two-part introduction to the core areas of psychology. Topics covered include: the history of psychology, research methods, sensation and perception, learning, developmental psychology and social psychology.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.*

Course Name: Introductory Psychology II
Course Number: PSYC 120
Number of credits: 3  Lecture Hours: 4  Prerequisites: PSYC 110
Corequisites: ENGL 099
This is the second half of a two-part introduction to the core areas of psychology. This course focuses on brain and behavior, states of consciousness, psychological disorders, treatment for disorders, emotion, stress and personality psychology.

Course Name: Introductory Child Psychology
Course Number: PSYC 210
Number of credits: 3  Lecture Hours: 4  Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course introduces child psychology, focusing on development from conception to adolescence. An overview is provided of the cognitive, perceptual, physical, moral, personality, language, and social aspects of childhood development. Within a lifespan developmental perspective, the course examines research methods, developmental theories, and application of research findings to selected problems in the major periods of the lifespan.

Course Name: Research Methods in Psychology (*FLEX)
Course Number: PSYC 217
Number of credits: 3  Lecture Hours: 4  Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course will introduce the basic and major principles and procedures employed by psychologists for designing and conducting scientific experiments and critically evaluating experimental methodology and research findings. The course is designed to cover the fundamental concepts, principles, and methods used in psychological research for testing psychological hypotheses, analyzing research data, and communicating research findings.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to Data Analysis in the Behavioral Sciences
Course Number: PSYC 218
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PREC 11 (C) or MATH 100 or MATH 110 and PSYC 120
Corequisites: ENGL 100
This is an introductory course in statistics, emphasizing the underlying theory and practical application of statistical analysis in the Behavioral Sciences, particularly Psychology.

Course Name: Behavior Disorders
Course Number: PSYC 220
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course is aimed at reviewing the definition, history and scope of deviant behavior, with an emphasis on the psychological factors that contribute to its origins, maintenance, and treatment. The course begins with definitions of adaptive and maladaptive behavior, a review of the historical background of abnormal psychology, and a look at theoretical perspectives on maladaptive behavior. Then, various therapeutic strategies (e.g., cognitive therapy) will be briefly introduced, and major classification and assessment methods of behavior disorders will be reviewed. A wide range of maladaptive patterns of behavior, including anxiety disorders, mood disorders, personality disorders, schizophrenia, and disorders of childhood and adolescence will be surveyed.

Course Name: Social Psychology
Course Number: PSYC 240
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course introduces an overall view of the field of social psychology in order to address major issues and topics that fall within this field and to cover the conditions and circumstances that lead to social behavior and cognition. A wide range of issues and topics will be covered in this course including nonverbal communication, attribution, impression, cognitive biases, behavior and social cognition, attitude formation, persuasion, cognitive dissonance, social and gender identities, interpersonal attraction, conformity, compliance, and obedience, prosocial behavior, aggression, and group dynamics.

Course Name: Theories of Personality
Course Number: PSYC 270
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course explores the origins, major underlying assumptions, basic personality structure, and major theoretical concepts and applications of major theories of personality. Students will explore the essential concepts and research findings related to major personality theories including psychoanalytic, neo-psychoanalytic, life span, trait, humanistic, cognitive, behavioral and social-learning approaches. This course will also review issues pertaining to psychometric instruments designed for the assessment of personality variables.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to Biological Psychology
Course Number: PSYC 281
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course is intended to give an introductory overview of the biological approach to psychology, with a focus on neuroscience and the evolutionary perspective. Students will acquire critical and creative thinking skills to better evaluate popular media and sensationalized versions of biological psychology. The clinical implications of the most recent research will be considered for each topic. This course will provide an introduction to the biological influences on behavior. Students will gain an understanding of basic neuroscience and evolutionary and genetic research, as they apply to the field of psychology.

*FLEX: This course has section(s) that offer asynchronous or synchronous methods of course delivery during the Summer 2020 semester.

Course Name: Introduction to EcoPsychology
Course Number: PSYC 299
Number of credits: 3  Lecture Hours: 4
Prerequisites: 12 credits and PSYC 120
Corequisites: ENGL 100
This course will explore the scientific links between three key domains – human psychology, wilderness/nature experiences, and environmental problems – with a particular focus on two key questions: (1) What impact does nature have on human thought, feeling, and behavior? (2) What are the psychological factors that influence our environmental attitudes and behavior? The course will include a 2-night, 3-day backpacking trip in the mountains within a few hours’ drive of Vancouver; this experiential component will allow for a deeper exploration of these two questions.

SOCILOGY

Course Name: Introductory Sociology I
Course Number: SOCI 110
Number of credits: 3  Lecture Hours: 4
Corequisites: ENGL 099
An introduction to the study of human society and social interaction. The theoretical perspectives of functionalism, conflict theory and symbolic interactionism are examined along with basic concepts such as culture, family, work and more. An overview of research methodology is provided, and social stratification, socialization, inequality, globalization and deviance are examined. Students are encouraged to cultivate a “sociological imagination” while considering how human behavior is shaped by group life, and group life is affected by individuals.

Course Name: Introductory Sociology II
Course Number: SOCI 120
Number of credits: 3       Lecture Hours: 4
Prerequisites: SOCI 110
Corequisites: ENGL 099
This course is a continuation of Sociology 110. While the basic aim of the course remains the application of sociological perspectives in understanding group life and individual behavior, the focus is on topics such as, sex and gender, education, religion, social movements, politics and government. Students are expected to engage their developed “sociological imagination” and apply sociological theory and methodology to new concepts.

Course Name: Sociology of Work
Course Number: SOCI 230
Number of credits: 3       Lecture Hours: 4
Prerequisites: 12 credits and SOCI 110 and ANTH 110
Corequisites: ENGL 100
This course explores the social organization of work by drawing on key sociological theories, research, and concepts, with a focus on Canadian society. The course also explores transformations in work within broader global processes, including migration, immigration, temporary workers, precarious work, labour trends and more. Some of the key topics covered include the following: capitalist work arrangements, corporate practices, labor movements, consumption, the impact of employment/unemployment on the individual and family, and the impact of class, power, race, gender, and age in the labor market. Students will learn to understand, analyze, and evaluate how work is socially organized and how it profoundly shapes our social lives.

Course Name: Comparative Ethnic Relations
Course Number: SOCI 250
Number of credits: 3       Lecture Hours: 4
Prerequisites: 12 credits and SOCI 110 or ANTH 110
Corequisites: ENGL 100
This course offers an overview of the sociological study of ‘race’ and ‘ethnicity’ using examples from the Canadian context. It introduces students to the processes involved in the social construction of ‘racial’ and ethnic categories, with attention to the historical and contemporary outcomes of such categorization. By exploring how conceptions and experiences of ‘race’ and ‘ethnicity’ affect everyday life in Canada, the course also investigates how ideas and practices of ‘race’ and ‘ethnicity’ emerge, shift over time, and become part of culture. Topics such as racism, ethnocentrism, multiculturalism, immigration policy, First Nations’ relations, and the hyphenated identity will be studied. Relevant sociological theories and research methods are utilized for further examination of race and ethnic relations.

SPANISH

Course Name: Introductory Spanish I
Course Number: SPAN 101
Number of credits: 3       Lecture Hours: 5
Corequisites: ENGL 099
This is an introductory course for students with no previous knowledge of Spanish. The course is designed to give students a solid grounding in the basics of the Spanish language. The classes will survey the main features of the Spanish language, including grammar, vocabulary, and conversation and will explore Hispanic cultures. All activities will require interactive communication to reinforce these features.

Writing Discourse

Course Name: Writing Discourse
Course Number: WD 098
Number of credits: 0       Lecture Hours: 8
Prerequisites: ENGL 097
Corequisites: ENGL 098
This course requires intensive practice in the writing of short academic prose with a special emphasis on paragraph development and sentence level skills. Students who do not earn a C in WD 098 may advance to English 099 but must repeat WD 098 concurrently with English 099. A minimum grade of C is required in this course in order to advance to English 100.

HIGH SCHOOL COURSES

Courses numbered 10, 11 or 12 are Grade 10, Grade 11 or Grade 12 level respectively. The number of classroom hours per week is indicated in brackets to the right of the course. Each course is one semester and worth four credits unless otherwise noted.

Notes:

- Not all courses listed are offered in every semester.
- An offered course may be cancelled if there is insufficient enrollment.
- All courses have English prerequisites and new students should be aware that course selection is subject to their Language and Writing Assessment test results.
- Course selection must be done with the assistance of a Counsellor or Program Advisor.
- A minimum grade of C- is required in all pre-requisite courses unless otherwise stated.
• Prerequisites and corequisites are based upon courses currently being taught at Columbia College. Equivalencies will be considered where applicable.

Course Name: Anatomy and Physiology 12 (8)
Course Number: ATPH 12
Prerequisite: CHEM 11 or an equivalent Gr.11 Life Science
This course helps students deepen their understanding of cell structure and function. Areas of study include the basic chemistry and biochemistry of cellular processes, membrane structure and function and human physiology.

Course Name: Career Life Connections 12/Capstone Project (5)
Course Number: CLC 12
Prerequisite: CLE 10
Career Life Connections helps students discover a bridge between classroom learning and workplace and post-secondary realities, and is intended to make their learning meaningful and relevant.

Course Name: Chemistry 11 (8)
Course Number: CH 11
Prerequisite: SC 10
Corequisite: PREC 11
A basic general chemistry course on atoms, molecules, elements, compounds, the mole concept and stoichiometric calculations, types of chemical reactions, chemical bonds, gases, solutions, and elementary organic chemistry.

Course Name: Chemistry 12 (8)
Course Number: CH 12
Prerequisite: CH 11 and PREC 11
An advanced course in basic physical chemistry, focusing on the following topics: kinetics, equilibrium, acids and bases, solubility, and electrochemistry.

Course Name: Comparative Cultures 12 (8)
Course Number: CMCL 12
Prerequisite: SS10 or SS11 or equivalent
Students will learn to analyze the political, social, economic, and religious aspects of ancient cultures, and how geographic and environmental factors have influenced the development of agriculture and trade in increasingly complex cultures. Students will also explore the diversity and complexity of cultural expressions, and how value and belief systems shape the structures of power and authority.

Course Name: Composition 11 (8)
Course Number: CMPS 11

Prerequisite: ENGL 10 or (CMPS 10 and LTST 10)
A course supporting students in developing skills in written communication. Students will read and study compositions by other writers as models for the development of their writing. Through this course students will build increasing independence in their writing for a range of situations. They will develop confidence in their abilities as they consolidate their writing craft.

Course Name: Drama 10 (8)
Course Number: DRM 10
Prerequisite: None.
An introductory course in drama focusing on the development of basic drama skills. Through extensive work in both small and large groups, students gain confidence as they explore and communicate ideas, experiences, and feelings in a range of dramatic forms. Drama is comprised of four components: Foundation, Movement, Speech and Theatre.

Course Name: Drama 11 (8)
Course Number: DRM 11
Prerequisites: None
The purpose of Drama 11 is to build on the dramatic elements and skills developed in Grade 10 Drama. Through their work in theatre performance, students have the opportunity to explore and develop expression, trust and self-confidence. Students will also critically analyze and respond to scenes and performances by their peers. Students will create performances collaboratively and individually expressing themselves through personal voice, cultural identity, perspectives and values. A final performance project is part of the final exam.

Course Name: English 10 (includes Composition 10 (4) and Literary Studies 10 (4))
Course Number: ENGL 10 or (CMPS 10 and LTST 10)
Prerequisite: EN 9 or ENGL 097
Students will be co-registered in two Grade 10 level English courses (2 credits each). In these courses students may focus on topics such as the writing process, written communication, terminology, analysis and interpretation of text. Students will write compositions by other writers as models for the development of various audiences and purposes and study short stories and poetry from a selection of culturally diverse authors.

Course Name: English Studies 12 (8)
Course Number: ENST 12
Prerequisite: CMPS 11 or LTST 11 or an English equivalent
English Studies 12 is a more advanced course developing literature, listening and viewing skills. Students learn to recognize societal diversity and apply appropriate strategies in a variety of contexts to comprehend written, oral, visual and multi-modal texts, while learning to critically appreciate diverse constructs including First Peoples and other influences.

Course Name: Literary Studies 11 (8)
Course Number: LTST 11
Prerequisite: EN 10 or (CMPS 10 and LTST 10)
English Literary Studies 11 is a course in literature and language skills. Through the development of skills in reading, writing, speaking, listening and critical thinking, students will broaden their ability to comprehend and analyze works in the four major genres of short story, poetry, drama and novel.

**Course Name:** Foundations of Mathematics and Precalculus 10 (8)
**Course Number:** FMP 10
This course includes the study of operations on powers with integral exponents, prime factorization, functions and relations, graphs, linear functions and equations, arithmetic sequences, systems of linear equations, multiplication of polynomial expressions & factoring, primary trigonometric ratios, and financial literacy. Students will have the opportunity to practice their algebra skills while learning new concepts.

**Course Name:** Foundations of Mathematics 12 (8)
**Course Number:** FMP 12
**Prerequisite:** PREC 11 or FMP 11
This course includes the study of geometric explorations (constructions, conics, and fractals), graphical representations of polynomial, logarithmic, exponential, and sinusoidal functions, regression analysis, combinatorics, probability, and financial planning.

**Course Name:** Human Geography 12 (8)
**Course Number:** HGEO 12
**Prerequisite:** SS 10 or EPSS 11
An exploration of the relationship between people and the environment to better understand our globally connected and changing world. Demographic, resource, economic, political and social considerations are explored.

**Course Name:** Marketing and Promotions 11
**Course Number:** MAP 11
**Prerequisite:** EN 10 or (CMPS 10 and LTST 10)
Marketing and Promotions 11 helps students to understand the minds of a consumer while balancing the goals and missions of a business. Upon successful completion of MAP 11, students will learn the importance of the Product, Place, Price and Placement of all the products and services we see in the world around us. Students will experience what is required to launch a successful marketing campaign and understand the advantages and disadvantages of the different promotional strategies used.

**Course Name:** Physical Geography 12 (8)
**Course Number:** P GEO 12
**Prerequisite:** SS 10 or EPSS 11
An exploration of the interactions between people and the environment, the impact natural processes have upon our landscape including plate tectonics, agents of gradation, natural disasters, climate and weather and environmental sustainability.

**Course Name:** Physical Health Education 10
**Course Number:** PHED 10

**Prerequisite:** None
The curriculum unites two curricular areas, physical education and health education, into one concentrated area of learning to provide a comprehensive focus on healthy living for students. Blended, physical and health education maintain their core attributes and qualities while supporting the development of a deeper understanding of their interconnectedness.

**Course Name:** Physics 11 (8)
**Course Name:** PH 11
**Corequisite:** PREC 11
A general introduction to physics emphasizing kinematics and dynamics, elementary DC circuit theory, waves, and optics.

**Course Name:** Physics 12 (8)
**Course Number:** PH 12
**Prerequisite:** PH 11
**Corequisite:** PREC 12
A course in mechanics, electricity and magnetism and special relativity. Vector methods are used extensively.

**Course Name:** Pre-calculus 11 (8)
**Course Number:** PREC 11
**Prerequisite:** FMP 10
This course includes the study of real number system, powers with rational exponents, radical operations and equations, polynomial factoring, rational expressions and equations, quadratic functions and equations, linear and quadratic inequalities, trigonometry, and financial literacy including compound interest, investments, and loans.

**Course Name:** Pre-calculus 12 (8)
**Course Number:** PREC 12
**Prerequisite:** PREC 11
This course includes the study of transformations of functions and relations, exponential functions and equations, geometric sequences and series, logarithms (operations, functions, and equations), polynomial functions and equations, rational functions, and trigonometry (functions, equations, and identities).

**Course Name:** Science 10 (8)
**Course Number:** SC 10
**Prerequisite:** SC 9
This course encourages students to develop skills of scientific reasoning as they practice observing, classifying, predicting, inferring and hypothesizing as they explore various topics that span life sciences, physical sciences and the study of the universe.

**Course Name:** Social Justice 12 (8)
**Course Number:** SJ 12
**Prerequisite:** SS 10 or EPSS 11
Social Justice 12 takes a critical approach to social justice, examining how society is stratified in significant and far-reaching ways along social group lines that include race, class, gender, sexuality, and ability. Students will learn to identify and understand the unequal nature of society by learning about prejudice, discrimination, oppression, power, and privilege. Critical
social justice recognizes inequality as deeply embedded in the structure of society, and actively works towards greater equality.

**Course Name:** Social Studies 10 (8)
**Course Number:** SS 10
An exploration of Canadian history and its relation to the world, focusing on the growth of Canadian nationhood and the development of Canadian identities with an emphasis on the years 1914 to the present. Topics include the evolution of responsible government, international conflict and diplomacy, global citizenship, environmental activism and Canada's involvement in indigenous relations and reconciliation.

**Course Name:** Explorations in Social Studies 11 (8)
**Course Number:** EPSS 11
**Prerequisites:** SS 10 or equivalent
The aim of Social Studies 11 is to develop thoughtful, responsible, active citizens who are able to acquire the requisite information to consider multiple perspectives and to make reasoned judgments. Social Studies 11 provides students with opportunities to reflect critically upon events and issues in order to examine the present, make connections with the past, and consider the future. Some of the topics explored in this course are how to be informed and engaged citizens, how the rapid development of technology has changed us, and how Canada’s Indigenous peoples are reclaiming their cultures despite the effects of colonialism.

**Course Name:** 20th Century World History 12 (8)
**Course Number:** WH 12
**Prerequisite:** SS 10 or EPSS 11
This course uses historical inquiry processes and skills to ask questions, gather, interpret and analyze ideas and communicate findings, relating to nationalist movements that can unite people or lead to intense conflict, the impact of technology and breakdown of long-standing empires on social, economic and political systems.

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**COLLEGE POLICIES AND REGULATIONS**

**Academic Freedom**
The pursuit of knowledge, for teaching and for its own sake, is the foundation of any academic institution. As such, regular members of Columbia College, faculty as well as students, and others invited to be part of the academic life of the College through scheduled discussions, guest lectures, conferences and the like, are extended the privilege of academic freedom. This means that members of the College and those invited to participate in academic endeavors at the College are free, within the limits of Canadian law, to engage in scholarly inquiry as they choose. They are completely entitled to consider and discuss any opinion unhindered by non-academic and/or external constraints. Officers of the College shall not act in any way to suppress this right. Furthermore, the College shall act so as to protect the right of free inquiry and exchange of ideas from suppression by any individuals or institutions outside of the College. Every member of Columbia College must recognize, respect, and share in the responsibility of preserving and promoting academic freedom. The College cannot tolerate any action that would restrict free discussion of any idea, for this would undermine the intellectual integrity of our institution.

**Code of Ethics**
The Columbia College Code of Ethics is a statement of our fundamental principles of fair and honest business practice. The Code guides the College’s behaviour in all dealings with all stakeholders, including employees, students, governmental agencies and business and professional clients.

Columbia College will conduct all its business in good faith, abiding by Canadian law and adhering to the principles of human rights and privacy protection. Columbia College will not discriminate by age, sex, religion, ethnic origin, sexual orientation, disability, or political opinion.

Columbia College will act with honesty, impartiality, and transparency in all its dealings with employees, students, and other stakeholders.

Columbia College will promote academic freedom and a working environment that encourages unfettered intellectual inquiry. The College insists on academic integrity and will treat all cases of academic dishonesty as grave offences.

All employees of the College will be required to avoid any conflict of interest, real or apparent, that might impugn the integrity, independence, or impartiality of the institution. Employees are required to disclose to the College any financial or other interest they may have in any business or educational partner of Columbia College.

The highest ethical standards are demanded of members of the Administration, Student Services, Board of Governors, Academic Board, Finance Committee, Recruitment Committee, and any other Committee of the College. Such officers and employees of the College are required to treat the information they deal with in the course of their duties with the utmost confidentiality.

In matters involving the recruitment of international students Columbia College expects its Education Agents and Consultants to abide by the principles of the “London Statement”, meaning that Agents and Consultants will:
- practice responsible business ethics.
- provide current, accurate and honest information in an ethical manner.
- develop transparent business relationships with students and providers through the use of written agreements.
• protect the interests of minors.
• provide current and up-to-date information that enables international students to make informed choices when selecting which agent or consultant to employ.
• act professionally.
• work with destination countries and providers to raise ethical standards and best practice.

**Code of Conduct**

Columbia College’s Mission is to prepare international and Canadian students for admission to a university by providing quality academic programs in a supportive learning environment. Students attend Columbia College with the aim of developing individual potential and acquiring the knowledge, skills and attitudes they need to contribute to a healthy, democratic and pluralistic society and a prosperous, sustainable economy. Other students will not be permitted to impede any student’s participation in school, their mastery of learning outcomes or their ability to become contributing members of society.

Residents of British Columbia are protected under the BC Human Rights Code against discrimination based on race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, gender identity and expression, sex, sexual orientation or age. As an international college Columbia College firmly believes in multiculturalism and fully supports the BC Multiculturalism Act; the purposes of this Act include:

- to recognize that the diversity of British Columbians as regards race, cultural heritage, religion, ethnicity, ancestry and place of origin is a fundamental characteristic of the society of British Columbia that enriches the lives of all British Columbians.
- to encourage respect for the multicultural heritage of British Columbia to promote racial harmony, cross-cultural understanding and respect the development of a community that is united and at peace with itself.

Columbia College is committed to providing an environment that supports student achievement by addressing safety issues that can become barriers to optimal learning, and to ensure that no member of the College community suffers from illegal discrimination, bullying, harassment or intimidation. The College will do so by providing an orderly school, a school in which people are polite and courteous to each other.

**Expectations**

All members of the College community will:

- conduct themselves in an orderly, respectful and courteous manner at all times while at the College or while participating in any College function on or off campus and:
  - endeavour to treat other members of the community with respect and dignity, in the same way they themselves would like to be treated.
  - respect and promote the physical safety and well-being of others.
- respect the property of the College and that of other members of the College, making every effort to keep the school building clean, tidy and safe.
- participate in creating a safe, positive environment.
- inform a member of the College Administration of any instances of bullying, harassment or intimidation.
- honour the Columbia College Code of Classroom Conduct when in class.
- refrain from inappropriate and/or disruptive behaviour.
- refrain from any act of academic dishonesty. (The College has policies on “Plagiarism and Other Forms of Cheating” – these are summarized in the College Calendar (page 48); details are available from the College’s Student Services Department).
- accept responsibility for their own actions.

The Schools Act requires that all students comply with the Code of Conduct and other rules and policies authorized by the School Board.

**Disciplinary Action**

Columbia College will take disciplinary action against any member of the College breaching the College Code of Conduct. Such action will be taken with a view to being preventative and restorative rather than simply punitive, but all decisions will be made giving primary consideration to the collective benefit of the College community. Generally, disciplinary measures taken will be progressive, with more serious action taken for repeated violations of the Code of Conduct. Measures may include verbal warnings, suspension or even expulsion from the College depending on the severity of the infraction, whether the behavior is part of a pattern, whether there exist mitigating circumstances, etc. Parents/guardians of students under the age of 19 who are in Foundation Programs will be notified of any disciplinary action taken against their child/ward.

**Reporting Violations**

Columbia College recognizes that members of the College are sometimes reluctant to report instances of bullying, harassment, intimidation, and so on, often because they fear retaliation. However, the College is often unable to take appropriate action without such information, and College members should view it as their duty to report all breaches of the Code of Conduct. The College will treat information received as confidential and take reasonable steps to protect the sources of such information.

The College will maintain a zero tolerance policy towards any act of retaliation or retribution that results from a College member carrying out their duty as outlined above.

Teachers, administrators and other school staff must be approachable. Students need to understand that they are expected to inform a member of staff promptly if they observe inappropriate behaviour of any sort, and that they should feel secure from retribution when they do so.
Harassment and Discrimination Policy

The overarching aim of the Harassment and Discrimination policy is to protect staff and students' physical safety, social connectedness, inclusiveness and protection from all forms of bullying, regardless of their gender, race, culture, religion, sexual orientation or gender identity.

Columbia College is committed to providing a safe, caring, respectful and orderly learning and working environment that is free of any form of discrimination, harassment and bullying. The policy has been implemented to protect all members of the Columbia College community.

Members of the Columbia College community are expected to adhere to the behavioral expectations outlined in the Columbia College Code of Conduct (Columbia College Calendar, Code of Conduct, page 44).

Any unacceptable behavior such as any form of bullying, harassment, hate speech, intimidation, threatening or violent actions while at the College or while participating in any College function on or off campus will be subject to a disciplinary action (Columbia College Calendar, Disciplinary Actions, page 44), which may take the form of a verbal warning, a written warning, a temporary suspension, or expulsion from the College, depending on the seriousness of the infraction.

The College will treat all personal information received as confidential and take all reasonable steps to protect the sources of such information and to prevent retaliation against the person or people who have made a complaint regarding a breach of the Policy.

To achieve these goals, Columbia College will

- Promote inclusiveness and acceptance
- Communicate expectations, values, and norms that support positive personal, social, and academic behavior
- Connect with individuals who are experiencing negative personal, social, and/or academic issues
- Engage members of the Columbia College community in the process of establishing policies and activities that serve to prevent the occurrence of discriminatory behavior and that promote a safe and positive learning and working environment for all.

Members of the College who feel they may have been harassed should consult the College's Harassment Officer, the Director of Student Services, for confidential advice and information.

Policy on Sexual Violence and Misconduct

In keeping with the recommendations made to educational institutions by the BC Government, Columbia College has developed a detailed Policy to deal with allegations of sexual violence and misconduct. The purpose of the Policy is to ensure that every member of its community is able to study and work in a safe and respectful environment, free from violence and misconduct of any kind.

The Policy applies to all members of the Columbia College community. Any member of the College community who experiences or witnesses sexual violence or misconduct is encouraged to report the incident immediately to a Sexual Violence and Misconduct Response Advisor or Counsellor in the College’s Student Services Area (2nd floor, 438 Terminal Avenue).

The Policy and Protocols are available on the College’s website (www.columbiacollege.ca). College Counsellors may be consulted for advice and information.

Privacy Policy

Columbia College complies with the Personal Information Protection Act (PIPA). When a student registers at Columbia College, information such as name, address, e-mail address, date of birth, educational history, etc., is collected in order to provide services to the student.

Columbia College will only collect, use and disclose personal information in an appropriate manner. The College may on occasion disclose personal information to government agencies (such as IRCC and CBSA) and organizations working on behalf of the College; this will only be done on a need-to-know basis. Columbia College will take all reasonable measures to protect against unauthorized access, use, and alteration of personally identifying information.

When passing personally identifying information to a third party, the College will ensure that adequate protection of the information is applied by the recipient.

ACADEMIC INFORMATION

Glossary of Terms

Admission
Acceptance of an applicant into one of the College’s programs.

Corequisite
A course that either is required to be taken concurrently with another course or has already been taken. (See statement on corequisites under “Course Descriptions” on pages 19.)

Course
A unit of study relating to a specific academic subject or discipline and identified by a course name and number.

Course Numbers
A system for identifying course levels. Courses numbered 10, 11, and 12 are high school courses, Grades 10, 11 and 12 respectively. Courses numbered 100-199 are first year university courses. Courses numbered 200-299 are second year courses. Courses with numbers beginning with 0 are non-credit.

Credit
A credit is a unit of value assigned to a course. Most University courses earn 3 or 4 credits. A normal course load for a full-time university student is 12-15 credits per semester. A full year of university studies is usually 30-34 credits. A High School course is normally 4 credits. A typical course load for a full-time high school student is 12-16 credits per semester. Senior Secondary graduation requires the completion of 80 (minimum) credits. Non-credit courses (such as English 099) are not included when tallying the total credits required for completion of academic credentials (such as an Associate Degree or Dogwood Diploma) but will be assigned credits for fee assessment purposes and calculation of Semester GPA.

Directed Studies
Each semester the College offers a small number of 2nd year level UT) courses by Directed Study (DS). These courses are open to students who have completed 30 credits and have a min Cumulative GPA of 2.3. Students on probation are not usually allowed to register in courses offered by Directed Study. DS courses generally meet for a minimum of 2 hours per week at a time that is mutually acceptable to instructor and students. DS courses will have no more than 7 registrants. Tuition fees are the same as for a regular course.

Full-Time Student
A student registered in at least three courses or a minimum of 9 credits in one of the College's academic programs, or a student registered in the ESL program taking at least 25 hours a week of instruction.

Grade
The letter assigned is the evaluation of a student's performance in a course, e.g. B. (See page 7)

Grade-Point
The numerical value assigned to a letter grade used in assessing a student's academic performance, e.g. C=2.0 grade points. (See page 7.)

Grade-Point Average (GPA)
A measure of a student's performance in all courses taken in a semester (Semester GPA) or in all credit courses taken at the College to the time of calculation (Cumulative GPA).

Note that Semester GPAs are based on all courses taken whether credit or non-credit. Semester GPAs are for internal purposes only.

Prerequisite
A specific requirement to be fulfilled before registration in a course, usually completion of another course.

Probation
A one semester trial period for students who have failed to achieve satisfactory academic standing or have been involved in a serious act of misconduct. A student on probation will not be permitted to continue at the College if improvement is not demonstrated.

Program
A selection of courses designed to fulfill an academic objective such as Senior Secondary completion or an Associate Degree.

Registered Student
A registered student is one who has completed the registration procedures for a specific semester. Continuing students must re-register each semester. Tuition fees must be paid in full at the time of registration.

Section
Since a given course may be offered at two (or more) different times in a given semester, all courses are identified by a section number related to the time at which the course begins and the days on which it meets. University-level course sections numbered 8, 10, 12, 14 or 16 etc. usually meet on Mondays and Thursdays while sections numbered 9, 11, 13, 15 or 17 etc. usually meet on Tuesdays and Fridays. Sections numbered XX1 usually meet Wednesdays and Saturdays.

Semester
An academic term of 14 weeks, during which time a registered student completes a course load. There are three semesters in a calendar year.

Transcript
A record of a student's permanent record listing all courses taken at Columbia College.

Transfer Credit
Credit awarded by the post-secondary institution to which a student transfers university level courses.

Transfer Standing (TS)
Secondary level credit given for courses satisfactorily completed under another recognized jurisdiction.

Admission
Admission to the College is based on acceptance into one of the College's programs. Admission to all academic programs is selective and is based on the College's evaluation of the applicant's probable success in undertaking studies at the secondary and/or post-secondary level. Students under the age of 15 are not normally admissible into any of the College's programs. Acceptance into a specific program at the College does not guarantee subsequent advancement into higher-level programs. Such advancement is dependent on performance in the original program.

Possession of the minimum requirements does not establish the right of an applicant to be admitted. The College reserves the right to accept or reject any applicant and to limit the number of students accepted into any program.

Following acceptance into a program at the College, selection of specific courses to be taken (in the first semester) is made with the assistance of a Counsellor, and is subject to the College's approval. Students in secondary programs register with the assistance of a counsellor every semester.
Course Loads

University Transfer Program
Columbia College and Immigration, Refugees and Citizenship Canada (IRCC) view a (minimum) course load of 9 credits in the University Transfer (UT) program as “full time”, although many students enroll in 12 to 15 credits per semester. Students may register in as many as six courses (18 credits or equivalent) without asking the permission of the Academic Board to take an overload. No overload will be permitted in a student’s first semester. Students on probation are allowed to take a maximum of 12 credits per semester.

Students in the University Transfer Program are required to register in an appropriate English course in each semester until English 099 and Writing Discourse 098 have been completed.

New students arriving at Columbia directly from overseas who place in English 100 (either by an external test score or Columbia’s English Test, the LWA) will be required to register in English 100 within the first 3 semesters and will be required to repeat this course in each subsequent semester (if necessary) until they pass it.

It is recommended that students register in English 100 in their first semester or as soon as they are qualified to do so.

A part-time load (i.e. fewer than three courses) is only permitted for those University Transfer students who have successfully completed full-time programs at Columbia College in each of the previous two semesters. Students should note, however, that they must be registered as a full-time student if they wish to accept off-campus employment.

High School Programs
A full course load at the high school level normally involves completing 12 credits (3 courses) per semester, although strong students may be allowed to register in 16 credits (four courses). Students on probation are allowed to take a maximum of three high school courses per semester. Overloads are permitted for High School students only under special circumstances and require the approval of the Academic Board.

A part-time load (i.e. fewer than 12 credits) is normally only permitted for High School students at Columbia College to fulfill high school completion requirements.

Dispute Resolution

Grade Appeals
The only grades that may be formally appealed are final grades. Students are required to consult with the instructor and dean of the division before proceeding to a formal appeal. If a student chooses to formally appeal then he/she completes a “Formal Grade Appeal” form obtained from a Counsellor. A fee of $50 is paid, refundable if the appeal is successful. Once the appeal fee is paid the formal appeal process is initiated by the Counsellor. Such an appeal must be launched on or before the first Friday of the semester immediately following the semester in which the course was taken.

An Appeal Committee is struck by the Academic Board. a) If the appeal concerns the marking of the final examination only then the Dean of the appropriate division will appoint a qualified instructor (usually but not always from within the College) to reconsider the student’s final examination paper. A final judgement will be made within 30 days.

b) If the appeal involves more than the final examination then an Appeal Committee will be struck by the Academic Board and this Committee will make a final judgement within 30 days. All relevant course material in addition to, or other than, the final exam may be reviewed. To be eligible for review the material in question must be a physical item that was submitted and evaluated as part of the student’s final grade. The material must be in its original, as-marked form. Intangible items such as presentations and class participation are not eligible for review.

The decision of the Appeal Committee is final. The final grade that appears on the transcript will be the grade determined by the process outlined above; this grade may be higher, lower or the same as the appealed grade.

Fees and Refunds
In case of a question regarding fees or a refund of fees, the student should first contact the College Accounting Office. If the matter is not resolved within three working days, the student should appeal in writing to the Principal who will respond in writing or in person within one week.

Discipline
Disciplinary matters involving disruptive behaviour in the classroom are dealt with by the Academic Board after a complaint from an instructor is received. Other disciplinary matters – involving unacceptable behaviour outside the classroom - are dealt with by the Principal. Decisions made by the Academic Board or the Principal may be appealed to the Board of Governors, whose decision will be final.

A student being disciplined should contact a Counsellor for information on appeal processes.

Academic Policies
Academic policies are set by the Academic Board, and students wanting explanation of these policies should consult with a Counsellor. Students who wish to dispute a College academic policy, or its application, should address their concern in writing to the Academic Board, which will normally respond in writing within two weeks. This decision may be appealed to the Board of Governors.
Languages Canada has indicated a willingness to act as a final appeal option for students who have a dispute with the College. Students may contact Languages Canada at info@languagescanada.ca.

General Conduct and Attendance
Regular attendance is required of students in all classes, lectures, and laboratories. **Students who miss a substantial number of classes in any course during the semester may be considered to be disruptive to the orderly functioning of the course and the Academic Board of the College may decide to bar them from attending future classes.** The decision of the Academic Board is final and any refunds owing will be according to the refund policy, see page 64.

Disruptive behaviour of any sort is subject to review by the Academic Board and may result in a student being denied access to the class in question while receiving a failing grade. In extreme cases, a student may be expelled from the College for disruptive behaviour.

A medical certificate stating that the student is too ill to attend class may be required when a student has been absent.

Students are expected to behave responsibly and to conduct themselves both inside and outside the classroom in a manner that shows respect for others and for College property.

Misconduct on the part of a student can result in the student being placed on probation and, in more serious cases, it can result in dismissal from the College.

Accommodating Students with Disabilities/Special Needs
It is the responsibility of students with a disability or special needs to contact the College at their earliest opportunity in order to inform the College of the nature of their disability/special needs and to provide the relevant medical or psycho-educational documentation from a specialist, so that a Counsellor and student can jointly determine the appropriate accommodation(s) for the student, and so that the Counsellor can inform the relevant Instructors of the accommodation(s) required. The documentation in support of the request for accommodation must include a recent (within 3 years) formal diagnosis and must explain the nature and degree of the disability or special need(s). In addition, the documentation should indicate that some degree of academic accommodation is required.

It is preferable that the relevant documentation be acquired by the student prior to arriving in Canada, as appropriate diagnosis and recommendations for accommodation once in Canada may require considerable time and expense on the part of the student.

With this information, Columbia College can then take reasonable measures to accommodate these students. The College will do its best to ensure that such students have an equal opportunity to achieve their optimum performance. These measures include, but are not limited to, the following adaptations/modifications to classroom management and the delivery of course content:

- **Preferential seating**
- **Alternative delivery of lecture material**
- **Distraction-reduced environment for tests/exams/essays**
- **Permission to record lectures**
- **Extended time (both in-class and outside class) to complete assignments, essays, tests, and exams**
- **Regular washroom breaks**

**Note:** All costs related to diagnosis, obtaining documentation, and ensuring accommodation of the special need or disability are the responsibility of the student.

Plagiarism and Other Forms of Cheating
Plagiarism and other forms of cheating on course work will be treated as misconduct. Plagiarism, the presentation of another’s words, thoughts or inventions as one’s own, is regarded as a grave offense in all courses at Columbia College. Associated dishonest practices include the faking or falsification of data, cheating, or the uttering of false statements by a student in order to obtain unjustified concessions.

Students are asked to review the College’s “Cheating and Plagiarism Policy and Protocols” available from Student Services.

Students may not bring electronic devices (besides approved calculators), including cellphones, into an exam. Violation of this policy will be viewed as a form of cheating.

If an instructor believes that a student has plagiarized, the instructor contacts a Counsellor. Within one business day of receiving a plagiarism charge from an instructor, the Counsellor will email the student at their Columbia College email address, thereby initiating the 7 day appeal period. The email will advise the student of the charge being filed, the consequences of the charge, the right to appeal, and the necessity to see a Counsellor prior to returning to that particular class.

Should a student be accused of cheating and/or plagiarism, he or she should contact a Counsellor immediately. The Counsellor will review the College’s “Cheating and Plagiarism Policy and Protocols” with the student and provide advice. Less serious matters may be dealt with informally with the consent of both parties. In more serious cases the instructor will recommend a penalty in accord with the College’s published protocols. This penalty may be appealed to the Cheating and Plagiarism Appeal Committee which will make a final decision on the matter.
A student expelled for plagiarism will be assigned grades of F on all courses taken in that semester.

Records of plagiarism are kept in the student's file. The student can apply to the Academic Board to have a record of plagiarism removed after 3 years following its entry date.

Probation
A student is placed on probation if their semester GPA falls below 1.7 in UT courses, or their average mark falls below 55% in high school courses. Students on academic probation are required to increase their next semester’s GPA to 1.7 or above (or 55% or above in high school courses) in order to remove the probationary status.

Students on academic probation for two consecutive semesters require permission from the Academic Probation Committee before they will be allowed to register for another semester. (Students seeking such permission should consult a counsellor.) Students on academic probation for three consecutive semesters will not normally be allowed to continue their studies at Columbia College. Students may appeal to the Academic Board for special consideration if documented extenuating circumstances exist. (Students wishing to appeal should consult a counsellor.)

Students denied permission to register because of probationary status must, if they wish to return to Columbia College, reapply to Columbia College and show evidence of improved academic performance at another academic institution. (This will normally be a minimum of a “C” average on at least nine transferable credits.)

A student who is placed on probation for misconduct will be required to demonstrate satisfactory conduct and satisfactory academic standing (semester UT Program GPA of 1.7 or above, or 55% or above in High School courses) in order to continue studying at the College. A student on probation is normally limited to a full-time load of 12 secondary credits (3 courses) or twelve university credits (or equivalent) per semester.

A student in a High School Program who is on academic probation must maintain full-time status by remaining in at least three courses. There are no limits on withdrawal from courses for a student in the University Transfer Program who is on academic probation.

Honour Roll
Each semester, full-time students in the University Transfer Program with a minimum course load of 12 credits and a semester GPA of 3.7 or higher, and full-time students in a High School Program with a semester average of 3.5 or higher will be placed on the College Honour Roll and receive Honour Roll Certificates.

Transcripts

Student Copy
The College generates a complete, up-to-date transcript for each registered student at the end of each semester. If the student is under the age of 19 and in a Foundation Program or ESL, then a copy of this transcript is also mailed to the student’s parents. Parents of students in the University Transfer Program who are under the age of 19 will not normally receive regular communications from the College on their son/daughter’s registration and performance. If parents have concerns about such matters, however, they are encouraged to contact Student Services, and they will be provided with more information.

In accordance with Canadian privacy laws, the parents of students over the age of 19 will not receive information concerning the student’s progress unless a consent form is signed by the student. (This may be done at his or her initial registration or as part of the application process).

Students may view their transcripts on the Student Portal (see page 50) and can print their own unofficial copies.

Official Copies
Upon the request of a student, official transcripts will be mailed directly to a university or college. Official transcripts will normally not be released to students directly. Official transcripts can be ordered online. For transcript ordering fees see page 63.

Registration
Students must register each semester for the courses they plan to take in that semester. Each semester, prior to registration, students may choose to consult with a counsellor to review and plan their courses. Students in the University Transfer Program register online; High School students register in-person with a Counsellor. Students registering online will be given a specified time to log-on. Priority in registration is given to longer-term students, and newer students may find that preferred courses/sections are full when they come to register, and they may be placed on a Waitlist for their desired courses. The College makes every effort to provide an adequate selection of courses for students, and courses may be added to the timetable if there is sufficient demand.

Fees must be paid in full at the time of registration. As at September 2019, every new first semester Columbia College student, will be automatically enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. From September 2019 to December 2019, every registered continuing Columbia College student, will be automatically enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. Prior to starting the first semester, or shortly after, every registered student must apply for the British Columbia provincial Medical Services Plan (MSP) in order to continue to receive medical care after the first semester at no additional cost. Beginning January 2020, a non-refundable fee of $200 will be charged to any
continuing student who does not possess British Columbia MSP by the first day of classes in all semesters after the first semester.

Continuing students may register in the week following final examination week and are encouraged to do so since popular courses and times do fill up as registration proceeds. Registration for continuing students continues through the following weeks up to the first day of classes of the next semester.

**Late Registration** takes place during the first 5 days of classes, space permitting. A late fee will apply. Additional penalties will be assessed if tuition fees have not been paid in full by the fifth teaching day of the semester.

**Repeated Courses**
Students are not normally permitted to repeat a credit course more than twice.

**Course Selection**
Students usually register online. Counsellors are available to assist with course selection. (Course selection is subject to the College’s approval.) Students who have successfully completed a higher level course may not be permitted to register in a lower level course in the same subject area.

**Course Changes: Add or Drop**
Students may add, drop, or change courses up to the end of the fifth day of classes each semester. Courses dropped will not appear on the student’s permanent record.

**Withdrawals**
After the 1st week of classes, and up to the end of the first day of the 10th week of classes, students may withdraw from a course. The notation "W" will appear after the course name on the student’s permanent record. This course will not be considered when the GPA is computed. There will be no refunds on course withdrawals. Canadian immigration authorities may view withdrawals as changing a student’s status from full-time to part-time.

In the case of a Secondary student under the age of 19, the College requires the written permission of a parent (or guardian) before a course withdrawal will be permitted. Secondary students wishing to withdraw from a course must consult a Counsellor. Failure to attend a course after registering for it does not constitute withdrawal, and will result in an F (or N, see page 7) grade on the student’s record. Withdrawals are not permitted from required English courses, and the right to withdraw from courses in some programs (such as the University Preparatory Program) is limited. Students who are retaking courses for the purpose of improving a passing grade may withdraw from these courses up to the last day of classes.

**Students wishing to withdraw from a course should consult a Counsellor.**

**Semester Timetable and Course Offerings**

a) The semester timetable is issued by the Registrar and will be available prior to the end of the preceding semester. The College reserves the right to make changes in the timetable at its discretion.

b) If the number of students registered for a course is insufficient to warrant it being offered, that course may be cancelled. Conversely, additional sections may be added to a course where it is warranted.

c) Late adjustments to the timetable may involve changing instructors. Students should note that when they register, they are registering to take a particular course and section rather than to take a course with a specific instructor.

**Addresses**
All communications mailed to students are sent to the local address provided by the student. All students are urged to assist the College in keeping the College’s records current, and to notify the College of any changes.

**College E-mail**
All students registered at Columbia College have an e-mail account. Instructions on how to access College e-mail are available on the College website: www.columbiacollege.ca

It is vital that students check their e-mail regularly for important information and updates. The College will not accept failure to check their e-mail as an excuse for being unaware of College policies.

**Student Portal**
All current students and alumni have access to the Student Portal (student.columbiacollege.bc.ca), where they can edit their personal details and find information about their classes, view transcripts and see their final exam grades. Students can also find their T2202A tax form for the previous year on the Portal.

**Identification Cards**
All new students are issued a Columbia College student identification card after they register. The card provides the student with a College photo-ID and serves as a library card. Students are required to produce photo-ID during examinations and at some other times on campus. Each semester student ID cards must be re-validated.

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**SERVICES AND FACILITIES**
Columbia College is located just east of the city centre on Terminal Avenue, just two blocks away from Science World and the Main Street Skytrain station. The Main Campus building (at 438 Terminal Avenue) provides large student lounges and an excellent Library, as well as state-of-the-art classrooms and modern Biology, Chemistry, Computer Science and Physics...
laboratories. The ground floor houses retail units providing food services. Bicycle lockers and underground parking are available. Columbia College’s North Campus, located near the Main Campus at 333 Terminal Avenue, hosts the College’s High School Programs and the English for Academic Purposes Program; this Campus is located in a newly-renovated building and also offers modern classrooms, student lounges and computer facilities.

The Student Services Department encompasses counselling services, career counselling, student activities, accommodation information, orientation, student resources, first-aid, and services for international students.

Counselling Services
Experienced Counsellors are available to assist students with program and course selection prior to and during each semester’s registration period. They also assist students with career planning, university selections, and personal problems. Counsellors provide Study Permit extension letters and other letters that may be needed by students to satisfy Canada Immigration requirements. It is the students’ own responsibility to see that their visas and passports are kept up to date.

Student Activities
The Student Life Coordinator organizes a wide range of student activities. Activities include a variety of sports (such as soccer, table tennis, softball, volleyball and basketball) as well as other activities (such as dragon boating, hiking, ice skating, hockey games and skiing). The College competes with other local colleges in annual sport tournaments.

The College also hosts special events such as Graduation and Awards Ceremonies, arranges outings to professional sporting events and organizes ski trips to local mountains (e.g., Whistler), day trips to Victoria and Seattle, and outdoor activities such as rafting, canoeing and hiking.

Accommodation and Homestay
Students needing assistance with finding accommodation or requiring airport reception and/or temporary homestay upon arrival should contact the homestay coordinator at the Homestay Coordinator. Columbia College endeavors to satisfy special homestay requirements, but where this is not possible, students are advised of the alternatives. The Homestay Coordinator assists students in adjusting to their new environment while they are in homestay. Students who are interested in homestay should complete the Homestay Application Form and return it to the homestay coordinator together with the applicable fees (see page 63).

For more information contact: homestay@columbiacollege.ca

Student Association
Columbia College has an elected Student Association that includes a Public Outreach Committee, an Event and Promotion Committee, a Student Advocacy Committee and a Health and Wellness Committee. Elected representatives gain valuable leadership experience and the association promotes student involvement in both the internal college community and in external outreach, while providing valuable linkage to the college high school.

Career Centre
A dedicated career counsellor is available to assist students in developing their career path, finding employment off campus and preparing for continued education and work after graduation.

Off-Campus Employment
Students studying at the post-secondary level at a Designated Learning Institution (DLI) are usually permitted to accept part-time off-campus employment while they are studying in Canada. Columbia College is a Designated learning Institution. Details may be viewed at: www.cic.gc.ca/english/study/study-changes.asp

All students who wish to partake in employment in Canada must first get a Social Insurance Number (SIN). Information about how to get a SIN is available at: www.servicecanada.gc.ca/eng/sin/apply/how.shtml

Orientation
Orientation is provided before each semester begins and is designed to introduce new students to the academic and social life of the College. Academic programs are previewed and planned, students’ Math and English skills are assessed, and information on Columbia College and life in Vancouver is provided. The orientation program is particularly important to international students, and they should make every effort to attend the orientation activities. A welcome package will be sent to each new student detailing the orientation schedule.

Orientation for students in High School Programs begins one week before classes start each semester, and students are required to attend.

Medical Insurance
All New Columbia College students without MSP (BC Medical Services Plan) effective to the last day of the month of their first semester at Columbia College, will be automatically enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. Continuing and Returning Columbia College students without MSP, effective to at least to the last day of the month of the semester, at the time of registration, will be enrolled in the College’s Student Medical Plan provided by Guard.me at a cost of $190 for the semester; Continuing and Returning students that have MSP coverage that expires during the semester will be charged a prorated amount at the time of registration. Students who receive MSP after they register can apply to Guard.me for a prorated refund (specific terms apply). All students without MSP are encouraged to apply to MSP as soon as possible as
Guard.me is designed to cover your urgent medical care needs until your MSP becomes active. The cost of MSP for international students is $75 per month effective January 2020; in the first year the annual cost of MSP would be $600 (first semester is paid for by the College using Guard.me) and in proceeding years it will be $900/year.

Details of the College Plan are available at: www.guard.me@columbiacollege.ca

Alumni Society
Alumni of Columbia College are encouraged to join the Columbia College Alumni Society. Membership in the Society gives full access to College facilities (except borrowing privileges and tutoring services). Columbia maintains a database of College alumni; students who are leaving Columbia College are asked to complete the appropriate form in Student Services in order to be included in the alumni database. Alumni are encouraged to keep in touch through the Columbia College Facebook page. Ex-students who wish to join the Alumni Society are invited to contact the College by email (admin@columbiacollege.ca).

Library
The library partners with students to support their learning. The library collection provides books, e-books, journal articles, streaming videos, and dozens of other online sources for student research projects. The library space includes group work rooms, silent and quiet study areas, and a lounge space. Staff at the library assist students in learning how to conduct research and use sources. The library includes a leisure reading collection to provide students with fun material for their enjoyment, and hosts speakers and entertainment for further learning and relaxation.

Learning Centre
The Learning Centre offers a variety of free services designed to assist students in their course work and beyond, including individual tutoring sessions in English, Mathematics and Economics. The Centre is located on the fourth floor of the Main Campus.

Computer Centre
The Computer Centre supports six facilities: in the Main Campus two Computer Labs, the Study Centre on the 2nd floor which provides 28 stations, the Library on the 2nd floor which provides a further 20 stations, and a classroom on the fourth floor (411) which is equipped with 32 stations; in the North Campus a 32 station Computer Lab. The Computer Help Desk is located on the fourth floor (room 413) of the Main campus.

Laboratories
The College has modern Biology, Chemistry and Physics Laboratories, all equipped for experimental work at the university level.

Bookstore
The College Bookstore stocks all the textbooks and supplies required by students for their courses.

First-Aid Room and Nurse
The College Nurses have their office in a fully equipped First-Aid Room. They are available to see students on a regular basis on both the Main Campus and North Campus.

Student Lounges
The College provides two large student lounges (both of which are equipped with full-service vending machines, microwave ovens and kettles) in the Main Campus and another large lounge in the North Campus.

Fitness Club
Students may join a local fitness club at a discounted rate. The club has several convenient locations which offer cardio equipment, free weights and machines, showers and lockers, as well as fitness classes and professional health advice. Fitness club passes are limited, and are available each semester from the first week of classes on a first come, first served basis.

ASSOCIATE DEGREES AND CERTIFICATES

Associate Degrees in Arts or Science
For program requirements see pages 11-13

Second Year University Transfer Certificates
Second Year Arts
Requirements: Completion of 20 courses, the majority of which must be in English and Social Science courses and at least 6 of which are at the second year level, to include 4 English courses, at least 1 of which is at the second-year level. The last 10 courses must be taken at Columbia College.

Second Year Commerce
Requirements: Completion of 20 courses, with at least 9 courses in the Commerce and Economics area, of which 6 courses are at the second year level. The last 10 courses must be taken at Columbia College.

Second Year General Studies
Requirements: Completion of 20 courses, with at least 6 courses at the second year level including courses
selected from eight departments. The last 10 courses must be taken at Columbia College.

**Second Year Science**
Requirements: Completion of 20 courses including at least 6 courses at the second year level. At least 9 courses must be in the Math/Science area (Applied Science, Biology, Chemistry, Computer Science, Mathematics or Physics) of which at least 6 must be at the second year level. At least one Lab Science course (not to be BIOL 100 or CHEM 100) must be included. The last 10 courses must be taken at Columbia College.

**Second Year Social Science**
Requirements: Completion of 20 courses of course work, with at least 6 courses in Social Science (includes any courses in the Social Science division or Philosophy) at the second year level. The last 10 courses must be taken at Columbia College.

**First Year University Transfer Certificates**
**First Year Arts**
Requirements: Completion of 10 courses, including one of English 100 or 101 and one of English 108, 110, 121 or 131. The last 5 courses must be taken at Columbia College.

**First Year Commerce**
Requirements: Completion of 10 courses, including at least 5 courses in the Economics and Commerce areas; the last 5 courses must be taken at Columbia College.

**First Year Computer Science**
Requirements: Completion of 10 courses, which must include at least 2 courses in Computer Science (not counting CSCI 101) and 2 courses in Mathematics (which will be MATH 113 and 114) and one Lab Science course (not to be BIOL 100 or CHEM 100).

**First Year Science**
Requirements: Completion of 10 courses, including at least 5 courses in Mathematics and the Lab Sciences (not BIOL 100 or CHEM 100); the last 5 courses must be taken at Columbia College.

**First Year Social Science**
Requirements: Completion of 10 courses, including at least 5 courses in the Social Science areas; the last 5 courses must be taken at Columbia College.

**SCHOLARSHIPS, AWARDS AND BURSARIES**

**Scholarships**
**Columbia College Academic Scholarships**
In the Fall and Winter semesters, five scholarships worth $1200 each are awarded to outstanding students. Applications are accepted from students who are completing at least their second semester of full-time studies. Scholarships are awarded primarily on the basis of academic performance in the previous semester, with consideration also given to involvement in College and community activities, as well as a personal essay. Four of these scholarships are awarded to students studying at the University Transfer/Associate Degree level (one of which is funded by Guard.me Insurance), and the other scholarship, the Gerry Brown Memorial Scholarship, is awarded to a student in the Secondary Program.

**The Jason Graham Memorial Scholarship**
In the Winter Semester of each year, one scholarship worth $2000.00 is awarded to an outstanding student in
the Social Sciences in memory of a former student of Columbia College.

**The John Helm Memorial Scholarship**
In the Winter Semester of each year, one scholarship worth $2000.00 is awarded to an outstanding student in the Math/Sciences in memory of John Helm, former Director of Admissions, Vice Principal, and longtime employee of Columbia College.

**The Guard.me Scholarship for an International Business Student**
In the Winter Semester of each year, one scholarship worth $2000.00 is awarded to an outstanding international student in the field of Business. This scholarship is provided by guard.me, the provider of the Columbia College Student Medical Plan.

**The Outstanding Student Scholarship**
In the Winter Semester of each year, one scholarship worth $2000.00 is awarded to an outstanding student in the UT program, nominated by two instructors. The scholarship specifically recognizes the student’s interest in, and dedication to their studies. Participation in activities at the College is also considered.

**Awards**
**Top Associate Degree Award**
In the Winter Semester of each year two $1000 awards are given to the students who achieved the highest CGPA in completing the requirements for an Associate Degree, one for an Associate of Arts and the other for an Associate of Science Degree.

**English Preparation Award**
In the Winter Semester of each year a $1200 award is given to the most outstanding student to have completed English 098, Writing Discourse 098 and/or English 099.

**Outstanding Service Awards**
Awarded each semester, five $100 awards recognize students who have made outstanding contributions to the College community (including activities, environment and volunteering).

**Classroom Appreciation Awards**
Up to twelve Classroom Appreciation Awards will be awarded each semester to students who have excelled in specific subject areas while at Columbia College.

**Bursaries**
**The Jill Orenstein Memorial Bursary**
Each semester a bursary of $1200.00 is awarded to an outstanding ELC student moving from English 097 to English 098, this bursary taking the form of a tuition credit for the following semester. This bursary is awarded in memory of Jill Orenstein, a long-serving and very active member of Columbia College’s English Language Centre.

**For Students Proceeding to University**
Columbia College has endowed funds to provide scholarships for outstanding students who have completed their studies at Columbia College and have proceeded to Simon Fraser University or to the University of British Columbia. Interested students should contact the Scholarship Offices at these institutions to inquire about the Columbia College A.J. Mouncey Scholarship (UBC) and the Columbia College Academic Award (SFU).

**TRANSFERABILITY OF UNIVERSITY COURSES**

Columbia College participates in the BC Transfer System as overseen by the BC Council on Admissions and Transfer (BCCAT). Within this system BC universities guarantee that they will grant transfer credit for specific courses taken at colleges.

The abbreviated transfer guide below provides students with information on the transferability of university courses taken at Columbia College to Simon Fraser University, the University of British Columbia, the University of Victoria, University of Northern British Columbia and Kwantlen Polytechnic University. New transfer information is added throughout the year. For complete up-to-date transfer information, including transfer of Columbia College courses to other BC universities see the BC Transfer Guide at [www.bctransferguide.ca](http://www.bctransferguide.ca)

Universities across Canada and the United States will normally grant similar transfer credits for courses taken at Columbia College. Most universities in Canada have signed the Pan-Canadian Protocol on the Transferability of University Credits and are committed to maximizing the portability of university credits. Receiving institutions in other provinces will evaluate and assign transfer credit upon application.

In 2007 the coordinating bodies of the Transfer Systems in BC and Alberta (BCCAT and ACAT respectively) signed the British Columbia/Alberta Transfer System Protocol to provide assurance to students transferring between institutions in BC and Alberta that they will “receive transfer credit for courses or programs they have successfully completed where the content/outcomes are demonstrably equivalent to those offered at the institution to which they transfer”. Under the terms of this agreement, Columbia College courses will normally be awarded transfer credit by universities in Alberta, just as they are in BC.

**Block Transfer Arrangements**
Columbia College has signed an MOU with Fairleigh Dickinson University that will facilitate the transfer of students who have completed an Associate Degree (with a minimum GPA of 2.5) at Columbia College into degree programs at FDU. (Options include Bachelor degrees in Business Administration and Information Technology.)

Bachelor of Commerce -- Royal Roads University (Victoria, BC)
Columbia College has a block transfer arrangement with Royal Roads University for students to transfer into the third year of the Bachelor of Commerce in the Entrepreneurial Management Degree Program. Under the terms of agreement students who complete an Associate of Arts Degree or Associate of Arts Degree (Business Administration Concentration), including ACCT 251 and with GPA 3.0 or better, are eligible for admission to RRU with full block transfer (provided all other entrance criteria are met and space remains available in the Program).

Business Programs - Acsenda School of Management (Vancouver).

Columbia College has signed an MOU with Acsenda School of Management (ASM) that allows students who complete a Columbia College Associate of Arts Degree (Business Administration Concentration), including some specified courses, to transfer into Business programs at ASM.

Degree Programs - University of Northern British Columbia (UNBC)
Columbia College has signed an MOU with the University of Northern British Columbia (UNBC) for Associate Degree holders. Students with a 2.0 GPA or higher can block transfer to UNBC and students with a 3.0 GPA or higher will be guaranteed admission. Additional specific department requirements for entry to a particular program of study may need to be met. Associate of Arts holders can apply to Geography, Psychology, or Environmental Studies. Associate of Science students can apply to Biology, Chemistry, Computer Science, Environmental Science, Health Sciences, Mathematics, and Physics programs.

Students interested in these Block Transfer arrangements should consult a counsellor.

COLUMBIA COLLEGE TRANSFER GUIDE TO LOCAL UNIVERSITIES
Transfer information is correct at the time of publication but may change. For the latest information on course transfer consult the BC Transfer Guide at www.bctransferguide.ca.

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<td>Philosophy 113</td>
<td>PHIL 105 (3) Q/B-Soc/Sci</td>
<td>PHIL 102 (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 1110 (3)</td>
</tr>
<tr>
<td>Philosophy 205</td>
<td>PHIL 203 (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 1100 (3)</td>
</tr>
<tr>
<td>Philosophy 213</td>
<td>PHIL 210 (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 1100 (3)</td>
</tr>
<tr>
<td>Philosophy 260</td>
<td>PHIL 144 (3) B-Hum/Sci</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 2XX (3)</td>
<td>PHIL 1100 (3)</td>
</tr>
<tr>
<td>Physics 100 (4 credits)</td>
<td>PHYS 1XX (4)</td>
<td>PHYS 1st (3)</td>
<td>SCI 1XX (1.5)</td>
<td>PHYS 1XX (1.5)</td>
<td>PHYS 1XX (1.5)</td>
<td></td>
</tr>
<tr>
<td>Physics 110 (4 credits)</td>
<td>Transfers with PHYS 120</td>
<td>PHYS 117 (3) &amp; 119 (1)</td>
<td>PHYS 111 (3)</td>
<td>Transfers with PHYS 130</td>
<td>PHYS 110 (4)</td>
<td>PHYS 1120 (4)</td>
</tr>
<tr>
<td>Columbia College (3 credits unless otherwise stated)</td>
<td>Simon Fraser University (Credits)</td>
<td>University of British Columbia Vancouver Campus (Credits)</td>
<td>University of British Columbia Okanagan Campus (Credits)</td>
<td>University of Victoria (Units)</td>
<td>University of Northern British Columbia (Credits)</td>
<td>Kwantlen Polytechnic University (Credits)</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>----------------------------------</td>
<td>--------------------------------------------------------</td>
<td>--------------------------------------------------------</td>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Physics 118 (4 credits)</td>
<td>-</td>
<td>PHYS 170 (3)</td>
<td>-</td>
<td>ENGR 141 (1.5) if taken by April/2018</td>
<td>PHYS 1XX (3)</td>
<td>PHYS 1170 (3)</td>
</tr>
<tr>
<td>Physics 120 (4 credits)</td>
<td>PHYS 121 (3) Q/B-Sci &amp; PHYS 133 (1) Q or PHYS 141 (4) Q/B-Sci</td>
<td>PHYS 118 (3) &amp; 119 (1)</td>
<td>PHYS 121 (3)</td>
<td>PHYS 1XX (1.5)</td>
<td>PHYS 1111 (4)</td>
<td>PHYS 1220 (4)</td>
</tr>
<tr>
<td>Physics 110 &amp; Physics 120 (8 credits)</td>
<td>PHYS 120 (3) Q/B-Sci &amp; PHYS 121 (3) Q/B-Sci &amp; PHYS 132 (1) Q &amp; 133 (1) Q</td>
<td>PHYS 117 (3) &amp; PHYS 118 (3) &amp; PHYS 119 (1)</td>
<td>PHYS 111 (3) &amp; PHYS 121 (3)</td>
<td>PHYS 100 level (3.0)</td>
<td>PHYS 1100 (4) &amp; PHYS 1111 (4)</td>
<td>PHYS 1120 (4) &amp; PHYS 1120 (4)</td>
</tr>
<tr>
<td>Physics 130 (4 credits)</td>
<td>PHYS 1XX (4)</td>
<td>PHYS 157 (3)</td>
<td>PHYS 1XX (1.5)</td>
<td>PHYS 111 (4)</td>
<td>PHYS 111 (4)</td>
<td>PHYS 111X (4)</td>
</tr>
<tr>
<td>Physics 110 &amp; Physics 130 (8 credits)</td>
<td>PHYS 120 (3) Q/B-Sci, 1XX (3), 132 (0) exemption &amp; 133 (0) exemption</td>
<td>PHYS 117 (3), 119 (1) &amp; 157 (3)</td>
<td>PHYS 111 (3) &amp; PHYS 11 (1.5)</td>
<td>PHYS 110 (1.5) &amp; PHYS 111 (1.5)</td>
<td>PHYS 1110 (4) &amp; PHYS 1111 (4)</td>
<td>PHYS 1110 (4) &amp; PHYS 111X (4)</td>
</tr>
<tr>
<td>Physics 200 (4 credits)</td>
<td>PHYS 2XX (3)</td>
<td>PHYS 200 (4) or PHYS 250(4) for Appl. Sc. students</td>
<td>PHYS 200 (3)</td>
<td>PHYS 215 (1.5)</td>
<td>PHYS 205 (3)</td>
<td>PHYS 2424 (3)</td>
</tr>
<tr>
<td>Physics 205 (4 credits)</td>
<td>PHYS 2XX (4) &amp; PHYS 344 (0) Exempt</td>
<td>PHYS 203 (4)</td>
<td>PHYS 215 (3)</td>
<td>PHYS 217 (1.5)</td>
<td>PHYS 200 (3)</td>
<td>PHYS 2040 (3)</td>
</tr>
<tr>
<td>Physics 210</td>
<td>PHYS 221 (3) Q &amp; PHYS 1XX (1) Q</td>
<td>PHYS 301 (3)</td>
<td>PHYS 225 (3)</td>
<td>-</td>
<td>PHYS 202 (4)</td>
<td>PHYS 2420 (3)</td>
</tr>
<tr>
<td>Political Science 100</td>
<td>POL 100 (3) B-Soc</td>
<td>POLI 2=3 (3)</td>
<td>POLI 1=3 (3)</td>
<td>POLI 1XX (1.5)</td>
<td>-</td>
<td>POLI 1125 (3)</td>
</tr>
<tr>
<td>Political Science 101</td>
<td>POLI 221 (3) B-Soc</td>
<td>POLI 101 (3)</td>
<td>POLI 101 (3)</td>
<td>POLI 201 (1.5)</td>
<td>POLS 200 (3)</td>
<td>POLI 1120 (3)</td>
</tr>
<tr>
<td>Political Science 202</td>
<td>POL 231 (3) B-Soc</td>
<td>POLI 220 (3)</td>
<td>POLI 220 (3)</td>
<td>POLI 210 (1.5)</td>
<td>POLS 1XX (3)</td>
<td>POLI 1145 (3)</td>
</tr>
<tr>
<td>Political Science 210</td>
<td>POL 22XX (3) B-Soc</td>
<td>POL 220 (3)</td>
<td>POL 240 (1.5)</td>
<td>POL 2XX (3)</td>
<td>POL 2XX (3)</td>
<td>POLI 1150 (3)</td>
</tr>
<tr>
<td>Political Science 240</td>
<td>POL 210 (3) B-HumSoc</td>
<td>POLI 240 (3)</td>
<td>POLI 240 (3)</td>
<td>POLI 202 (1.5)</td>
<td>POLS 2XX (3)</td>
<td>POLI 2200 (3)</td>
</tr>
<tr>
<td>Political Science 251</td>
<td>POL 251 (3)</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>-</td>
<td>POL 2XX (3)</td>
<td>POLI 2XXX (3)</td>
</tr>
<tr>
<td>Political Science 252</td>
<td>POL 252 (3) B-Soc</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLI 217 (1.5)</td>
<td>POLS 2XX (3)</td>
<td>POLI 1123 (3)</td>
</tr>
<tr>
<td>Political Science 253</td>
<td>POL 253 (3) B-Soc</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLS 2XX (3)</td>
<td>POLI 2XX (3)</td>
</tr>
<tr>
<td>Political Science 260</td>
<td>POL 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLI 2XX (3)</td>
<td>POLS 2XX (3)</td>
<td>POLI 2XX (3)</td>
</tr>
<tr>
<td>Political Science 275</td>
<td>REM 2XX (3)</td>
<td>-</td>
<td>-</td>
<td>POLI 2XX (1.5)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Psychology 110</td>
<td>PSYC 100 (3) B-Soc</td>
<td>PSYC 1=3 (3), COLU PSYC 110 + COLU PSYC 120 = UBC PSYC 100 (6)</td>
<td>PHYS 111 (3) \ COLU PSYC 110 (3) &amp; COLU PSYC 120 (3) = UBCO PSYO 111 (3) &amp; UBCO PSYO 121 (3)</td>
<td>PSYC 100A (1.5)</td>
<td>PSYC 101 (3)</td>
<td>PSYC 1100 (3)</td>
</tr>
<tr>
<td>Psychology 120</td>
<td>PSYC 102 (3) B-Soc</td>
<td>PSYC 1=3 (3), COLU PSYC 110 + COLU PSYC 120 = UBC PSYC 100 (6)</td>
<td>PSYC 101 (3)</td>
<td>PSYC 100B (1.5)</td>
<td>PSYC 102 (3)</td>
<td>PSYC 1200 (3)</td>
</tr>
<tr>
<td>Psychology 210</td>
<td>PSYC 250 (3)</td>
<td>PSYC 2XX (4) &amp; PSYC 370 (7) Exemption</td>
<td>PSYC 2XX (4) &amp; PSYC 370 (7) Exemption</td>
<td>PSYC 2XX (4) &amp; PSYC 370 (7) Exemption</td>
<td>PSYC 2XX (4) &amp; PSYC 370 (7) Exemption</td>
<td>PSYC 2370 (3)</td>
</tr>
<tr>
<td>Psychology 217</td>
<td>PSYC 201 (3) Q</td>
<td>PSYC 217 (3)</td>
<td>PSYC 270 (3)</td>
<td>PSYC 201 (1.5)</td>
<td>PSYC 215 (3)</td>
<td>PSYC 2400 (3)</td>
</tr>
<tr>
<td>Psychology 218</td>
<td>PSYC 210 (3) Q</td>
<td>PSYC 218 (3)</td>
<td>PSYC 270 (3)</td>
<td>PSYC 300A (1.5)</td>
<td>PSYC 315 (4)</td>
<td>PSYC 2300 (3)</td>
</tr>
<tr>
<td>Psychology 220</td>
<td>PSYC 241 (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2360 (3)</td>
</tr>
<tr>
<td>Psychology 240</td>
<td>PSYC 260 (3)</td>
<td>PSYC 2XX (3)</td>
<td>-</td>
<td>PSYC 213 (1.5)</td>
<td>PSYC 301 (3)</td>
<td>PSYC 2390 (3)</td>
</tr>
<tr>
<td>Psychology 270</td>
<td>PSYC 2XX (3) &amp; PSYC 370 (0) Exemption</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2370 (3)</td>
</tr>
<tr>
<td>Psychology 281</td>
<td>PSYC 280 (3) B-Sci</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2315 (3)</td>
</tr>
<tr>
<td>Psychology 299</td>
<td>GE 1XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
<td>PSYC 2XX (3)</td>
</tr>
<tr>
<td>Sociology 110</td>
<td>SA 150 (3) B-Soc</td>
<td>SOCI 1=3 (3)</td>
<td>-</td>
<td>SOCI 100A (1.5)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 1125 (3)</td>
</tr>
<tr>
<td>Sociology 120</td>
<td>SA 150 (3) B-Soc</td>
<td>SOCI 1=3 (3)</td>
<td>-</td>
<td>SOCI 100B (1.5)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2235 (3)</td>
</tr>
<tr>
<td>Sociology 110 &amp; 120 (6 credits)</td>
<td>SA 150 (3) B-Soc &amp; SA 1XX (3)</td>
<td>SOCI 1=6 (6)</td>
<td>SOCI 1XX (6)</td>
<td>SOCI 1XX (6)</td>
<td>SOCI 1XX (6)</td>
<td>SOCI 1XX (6)</td>
</tr>
<tr>
<td>Sociology 230</td>
<td>LBST 2XX (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 3300 (3)</td>
<td></td>
</tr>
<tr>
<td>Sociology 250</td>
<td>SA 203 (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2XX (3)</td>
<td>SOCI 2230 (3)</td>
<td></td>
</tr>
<tr>
<td>Spanish 101</td>
<td>SPAN 102 (3)</td>
<td>SPAN 101 (3)</td>
<td>SPAN 101 (3)</td>
<td>SPAN 100A (1.5)</td>
<td>INTS 181 (3)</td>
<td>SPAN 1100 (3)</td>
</tr>
</tbody>
</table>
FEES

The following fee schedule is effective for the period May 1, 2020 to May 1, 2021:

Note: Cash is not accepted for tuition and homestay fees.

<table>
<thead>
<tr>
<th>Courses, per credit</th>
<th>$ 535.00</th>
</tr>
</thead>
</table>

Tuition Fees, Academic Programs (including Academic Programs with English preparation) 1, 2, 3, 4

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (non-refundable) All Programs (includes English and Math Testing Fee)</td>
<td>$ 200.00</td>
</tr>
<tr>
<td>Tuition Deposit for New International Students applying from Overseas</td>
<td>$12,900.00</td>
</tr>
<tr>
<td>This amount consists of tuition fees for two (12 credit) semesters ($6,420.00 x 2$) and two semesters’ Activity Fees (2 x $30/semester). This amount ($12,900.00) is normally non-refundable and non-transferable, and is subject to 2 - 4 of the refund policy on pg. 62.</td>
<td></td>
</tr>
<tr>
<td>Tuition Deposit for New Local Transfer students, Readmitted students and General English (short program) students:</td>
<td>$6,450.00</td>
</tr>
<tr>
<td>This amount consists of tuition fees for one (12 credit) semester plus Activity Fee ($30). The deposit is required for students who hold a valid study permit, Permanent Residents and Canadian citizens, readmitted students, and all new students planning to study in the General English Program (in the ELC) for a short period of time. Readmitted students must see an Admissions officer as they have been away from the college for some time (either because they were required to withdraw for academic reasons or took more than one semester away of their own volition). Once paid, students are deemed to have registered and the amount is subject to 5 – 8 of the refund policy on pg. 62.</td>
<td></td>
</tr>
<tr>
<td>Continuing Student Commitment Fee:</td>
<td>$1,635.00</td>
</tr>
<tr>
<td>Continuing students who require a re-entry or similar letter (including study permit extension letters) are required to pay for 3 credits plus Activity Fee ($30). This fee is non-refundable and will be applied towards the next semester tuition and Activity Fee. Prior to the first day of each semester continuing students who have registered for classes in the upcoming semester are not required to pay this Commitment Fee. Students who are completing their Associate Degree and are requesting an extension of their study permit to the end of the current semester only, are not required to pay the Commitment fee. The study permit extension letter must give an estimated completion date as the last day of the current semester, as determined by a counsellor.</td>
<td></td>
</tr>
<tr>
<td>Medical Services Plan</td>
<td>$0</td>
</tr>
<tr>
<td>All New Columbia College students without MSP (BC Medical Services Plan) effective to the last day of the month of their first semester at Columbia College, will be automatically</td>
<td></td>
</tr>
</tbody>
</table>
enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. Continuing and Returning Columbia College students without MSP, effective to at least to the last day of the month of the semester, at the time of registration, will be enrolled in the College’s Student Medical Plan provided by Guard.me at a cost of $190 for the semester; Continuing and Returning students that have MSP coverage that expires during the semester will be charged a prorated amount at the time of registration. Students who receive MSP after they register can apply to Guard.me for a prorated refund (specific terms apply). All students without MSP are encouraged to apply to MSP as soon as possible. The cost of MSP for international students is $75 per month effective January 2020; in the first year the annual cost of MSP would be $600 (first semester is paid for by the College using Guard.me) and in proceeding years it will be $900/year.

Tuition Fee Deferral Charge
   International students (who arrived at the College from overseas) registered in academic programs who have been attending the College for a minimum of one semester may, in very unusual circumstances, request that fees for the second semester be deferred by 4 months to a subsequent semester. Such requests must be made in writing and are granted at the discretion of the College. If granted the deferral fee will apply.

Note: It is Columbia College policy that tuition fees be paid in full at time of registration.

1 New students arriving from overseas are accepted as full-time students for a minimum of two semesters and are normally expected to register in a total of 24 credits (or equivalent) in this period. (The minimum is 9 credits per semester.) The tuition deposit of $12,900.00 is not refundable and non-transferable. Students who register in more than 24 credits over their first two semesters should expect to pay more than $12,900.00; the additional fees will be assessed at $535 per additional credit.
2 The tuition fee for 12 credits (usually 4 university courses or 3 secondary courses) is $6,420.00 per semester. Students who choose to take 5 university courses (3 credits each or 15 credits total) or High School students taking four courses (16 credits) will be assessed an additional tuition fee as outlined above.
3 A full-time student in the University Transfer program normally takes 9 - 15 credits (or equivalent) per semester. A full-time student in a High School Program usually takes 12 credits (3 courses) but may be allowed to register in 16 credits (4 courses).
4 For students taking a combined program, or taking non-credit English courses, tuition fees will be assessed according to the “Tuition Fees for Courses” schedule below.

Tuition Fees for Courses

<table>
<thead>
<tr>
<th>Credit courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses/Credit ($535/credit)</td>
<td>$ 535.00</td>
</tr>
<tr>
<td>University course (3 credits)</td>
<td>$ 1,605.00</td>
</tr>
<tr>
<td>University course (4 credits) and Math 110</td>
<td>$ 2,140.00</td>
</tr>
<tr>
<td>Secondary (High School) course (4 credits)</td>
<td>$ 2,140.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-credit courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Composition 098, English 098, English 099</td>
<td>$ 2,140.00</td>
</tr>
<tr>
<td>Math 090</td>
<td>$ 1,070.00</td>
</tr>
</tbody>
</table>

A number of generous Tuition Bursaries for the University Transfer Program are available for academically able Canadians/Permanent Residents who possess strong English and effective communications skills.

Sibling discounts are available to students who have brothers or sisters studying at the College, or who have studied at the College in the past. Qualifying students should consult an Admissions Officer for details.

Other Tuition Fees

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory Fee (university-level computer science courses)</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>Laboratory Fee - Psychology 299</td>
<td>$. 50.00</td>
</tr>
<tr>
<td>Dual Credit Registration (see page 15):</td>
<td>$ 535.00</td>
</tr>
</tbody>
</table>
This fee is added to the cost of the University-level course. Thus, a student registering in a university course (3 credits) and also receiving credit for one Secondary course will pay for 3 credits + $535, or $2140.00 total.

**Tuition Fees, English for Academic Purposes Program (ELC)**

Students accepted into academic programs whose English skills are deemed to be inadequate for academic courses will initially be placed in the English for Academic Purposes Program.

Students who do not intend to continue in one of the College’s academic programs but wish to study English in an academic college environment may register in suitable English for Academic Purposes Program courses.

| One semester/14 weeks including an Activity Fee of $30 and the cost of textbooks etc. | $ 5,915.00 |
| or Half semester/7 weeks including an Activity Fee of $15 and the cost of textbooks etc. | $ 2,958.00 |

**Tuition Fee Deferral Charge**

Registered international ESL students (who have arrived at the College directly from Overseas and have paid a two semester tuition deposit), who have been attending the College for a minimum of six months may, in unusual circumstances, request that fees paid for one session be deferred to the subsequent session. Such requests must be made in writing and are granted at the discretion of the College.

**Medical Services Plan**

All New Columbia College students without MSP (BC Medical Services Plan) effective to the last day of the month of their first semester at Columbia College, will be automatically enrolled in the College’s Student Medical Plan provided by Guard.me at no additional cost. Continuing and returning Columbia College students without MSP effective to at least the last day of the month of the semester at the time of registration, will be enrolled in the College’s Student Medical Plan provided by Guard.me at a cost of $190 for the semester; Continuing and returning students that have MSP coverage that expires during the semester will be charged a prorated amount at the time of registration. Students who receive MSP after they register can apply to Guard.me for a prorated refund (specific terms apply). All students without MSP are encouraged to apply to MSP as soon as possible as Guard.me is designed to cover urgent medical care needs until MSP becomes active. The cost of MSP for international students is $75 per month effective January 2020; in the first year the annual cost of MSP would be $600 (first semester is paid for by the College using Guard.me) and in proceeding years the cost is $900/year.

**Late Fees**

<table>
<thead>
<tr>
<th>Late Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>This fee will be assessed for registration/payment of tuition fees during the first week of classes. Additional fees will be assessed for fees paid later than the first week of classes</td>
</tr>
<tr>
<td>$ 50.00</td>
</tr>
</tbody>
</table>

**High School Fees (refundable based upon criteria below)**

<table>
<thead>
<tr>
<th>Literacy Assessment registration for Senior Secondary High School Grade 10 and 12 students (fully refundable deposit after assessment is written)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ . 50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Numeracy Assessment registration for Senior Secondary High School for Grade 10, 11 or 12 students (fully refundable deposit after assessment is written)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ . 50.00</td>
</tr>
</tbody>
</table>

**Other Fees**

<table>
<thead>
<tr>
<th>Activity Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>All students will pay a non-refundable Activity Fee each semester at the time of registration.</td>
</tr>
<tr>
<td>$ 30.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduation Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Ceremony, $20.00 refundable on return of gown.</td>
</tr>
<tr>
<td>$ 50.00</td>
</tr>
</tbody>
</table>
Appeals Fee
Grade and Plagiarism appeal fees refunded if appeal is successful.

NSF Cheque Fee
Late fees will be applicable up to the time the NSF cheque is replaced.

Testing Fee for English and Math (usually included in Application Fee)

Testing Fee for Rewriting LWA or MPT

Transcript Fee (Unofficial, includes regular mailing)
- Normal service (2 business days) $2.00
- Rush service (2 hours) $15.00
Transcript Fee (Official, includes regular mailing)
- Normal service (2 business days) $5.00
- Rush service (2 hours): This fee will also apply to any rush letters that are requested. An additional fee will be charged if Courier service is requested. $20.00

Homestay, Custodianship and Airport Reception Fees

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airport pick-up (if requested)</td>
<td>$100.00</td>
</tr>
<tr>
<td>Homestay Placement Fee (non-refundable)</td>
<td>$375.00</td>
</tr>
<tr>
<td>Express Homestay Placement Fee (less than 5 days’ notice)</td>
<td>$450.00</td>
</tr>
<tr>
<td>Homestay Rent, without Custodianship/month</td>
<td>$925.00</td>
</tr>
<tr>
<td>Homestay Rent, with Custodian/month</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Custodianship Set-up (if required)</td>
<td>$325.00</td>
</tr>
<tr>
<td>Custodianship Monitoring Fee (per semester)</td>
<td>$50.00</td>
</tr>
<tr>
<td>Homestay, single month¹</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>Nightly homestay fee ²</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

Due upon application for Homestay
Homestay Deposit, without Custodianship $2,325.00
Includes first and last month’s homestay rent ($1,850.00), homestay placement fee ($375.00) and airport pick-up ($100.00). $2,225.00 without airport pick-up.

Homestay Deposit, with Custodianship $5,850.00
Includes 4 months (1 semester) homestay rent ($4,000.00), last month homestay rent ($1,000.00), homestay placement fee ($375.00), custodianship set-up fee ($325), custodianship monitoring Fee ($50.00), and airport pick-up ($100.00); $5,750.00 without airport pick-up. Note: Custodianship students are expected to pay homestay fees for one full semester, and the college will then administer fees to the host family every month on their behalf. An invoice requesting homestay fees for the next semester will be sent to the student/agent approximately 6 weeks prior of that semester starting.

¹ Available to new students over the age of 19 who want temporary accommodation while they settle in Vancouver.
² Homestay is usually arranged by the calendar month. This fee is for partial months (i.e. additional days at start or end of arranged homestay period).

For students over 19 without a custodian, fees must be paid directly to the homestay family; fees are not paid through the College. In this circumstance, the College reserves the right to charge an administration fee ($25 per month) if money is sent to the College. In this situation, the college will refund the money to the original sender and will request that the original sender pay the homestay family directly.

The College will not act on behalf of a student in other personal financial matters.

**It is mandatory for any student under 19 years old pursuing a high school program in British Columbia to have a custodian before registering in classes. This is a Ministry of Education requirement and therefore must be adhered to. Please note that this is NOT a study permit requirement as Canada has different ages of majority provincially; this is a requirement of the Ministry of Education as per Government of British Columbia.**

IMPORTANT FEE POLICIES:
Payment of Tuition Fees
It is Columbia College policy that tuition fees be paid in full prior to registration in courses.
Fee Increase Policy
All students are required to pay tuition fees in effect for the semester of registration. Early payment of fees does not exempt a student from future fee increases.

Protection of Pre-paid Tuition Fees
Bonding arrangements are in place to protect students (in academic programs) who pay tuition fees in advance to Columbia College. The College posts bonds with the Ministry of Education (for students in the Secondary program) and with the Ministry of Advanced Education of B.C. (for students in the Associate Degree/University Transfer Programs) as security for fees paid in advance to the College.

Tuition fees paid for full-time English (ESL) programs are offered protection under arrangements made by Languages Canada with member schools.

Fee Deferral Policy
As noted above, new students arriving from overseas are required to pay a two-semester tuition deposit, and are normally expected to use this entire amount in the two semesters immediately following their arrival in Canada. Part of the deposit may be moved to a third consecutive semester but students should note that they are expected to maintain full-time status at the College, and this means registering in a minimum of 9 credits each semester. Students are not usually allowed to move part of their tuition deposit to a fourth or fifth semester, but on the rare occasions where such permission is granted a deferral fee of $200.00 will be charged.

Tuition Deposits and students who are denied permission to register
The Tuition Deposit (equivalent to the cost of 24 credits) referred to above is NON-REFUNDABLE and NON-TRANSFERABLE. Students who are placed on academic probation for two semesters in a row may be denied permission to register for another semester. Such students may decide to leave that part of the Tuition Deposit that is unused on the student’s account; once the student has returned to Columbia College with improved grades (minimum C average on at least three academic courses) the unused Deposit can be applied toward their tuition fees. Alternatively a student who has been denied permission to register because he is on double probation may ask for a refund of his tuition balance and 75% of the balance will be refunded.

After 24 months any unused Tuition Deposit will be treated as unclaimed funds if the student does not register.

Payment of Fees
Columbia College has partnered with Flywire by peerTransfer to streamline the payment process. Flywire allows secure payment from any country and any bank, generally in the local currency. By making a payment with Flywire it is possible to track payments from start to finish, save on bank fees and exchange rates, and connect with a multilingual customer support team with questions, day or night. Cash is not accepted for Tuition and Homestay Deposits or Fees. Cash is only accepted for incidental fees up to $200, such as gym passes, transcripts, student activity sign-up, and lab fees (for students registered in the class when the initial deposit does not cover the cost).

Go to:
http://www.columbiacollege.ca/admissions/cost-of-study/payment-method for more information or
https://www.flywire.com/pay/columbiacollege
to make a payment.

REFUND POLICIES
The table below contains a summary of Columbia College’s refund policies. For full details, please refer to the written section following the table.
<table>
<thead>
<tr>
<th>Category of Student</th>
<th>Time of Refund Request</th>
<th>Fee Policies</th>
</tr>
</thead>
<tbody>
<tr>
<td>New International students arriving from overseas – required to pay Tuition Deposit equivalent to cost of 24 credits plus activity fees for two semesters, a total of $12,900.00.</td>
<td>Before Registration</td>
<td>Fee Policies 1. The Application Fee ($200.00) is non-refundable and non-transferable.</td>
</tr>
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<tr>
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<td></td>
<td>Continuing students who do not need a letter of any sort from the college before Registration.</td>
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</tr>
<tr>
<td>A Registration Commitment Fee ($6,450.00)(^1) is required from: a) Local Transfer students (i.e. who are transferring to Columbia College after studying at another Canadian institution for at least one semester) who hold a valid Study Permit. This provision applies whether or not the student needs a letter from Columbia College in order to extend their Study Permit. b) continuing students who want the College to provide a re-entry (or similar) letter. c) students returning to the College after some time away who have been re-admitted to the College. d) new international students planning to study in the General English Program (in the ELC) for a short period. The Registration Commitment Fee will be applied to the student’s tuition fees, but any refunds of this amount will fall into categories 2, 3 or 4 below, as applicable i.e. students who pay a Registration Commitment Fee will be considered to have registered in one (3 credit) course when this Fee is paid to the College. (^1) A smaller deposit will be required if the student is eligible for part-time studies in the upcoming semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 1. Before Registration</td>
<td>100% Refund of Tuition Deposit if Study Permit is denied. 100% Refund of Tuition Deposit less $200 if decision is made for reason other than denial of Study Permit so long as student does not enter Canada using Letter of Acceptance from Columbia College. If student has entered Canada using Columbia College’s Letter of Acceptance – no refund or deferral of the Tuition Deposit.</td>
<td>100% Refund of Tuition Fees less $200.</td>
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<tr>
<td>Category 2. After Registration but Before First Day of Semester.</td>
<td>No refund or deferral of the Tuition Deposit.</td>
<td>Full Refund of Tuition Fees less 25% penalty of fees due.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 3. In First Week of Semester</td>
<td>No refund or deferral of the Tuition Deposit.</td>
<td>Full Refund of Tuition Fees less 50% penalty of fees due.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category 4. After First Week of Semester</td>
<td>No refund or deferral of the Tuition Deposit.</td>
<td>No Refund of Tuition Fees. Note: For a Study Permit extension letter, the Registration Commitment Fee paid will be 100% refunded if a student completes their Associate Degree in the current semester.</td>
</tr>
</tbody>
</table>

Fee Policies

Policy 1
International Students Arriving From Overseas

The following Policies: 2 to 6 apply to International Students Who Apply To The College From Overseas i.e. Use a Letter of Acceptance from Columbia College to Apply for a Study Permit for the First Time, or who, on application to the College, do not have legal status in Canada. Students in this category make a commitment to Columbia College for a minimum of two consecutive full-time semesters.

International students applying from overseas are required to pay a deposit that will cover tuition fees for 24 credits. Students are required to maintain full-time status and this means registering in a minimum of 9 credits each semester.

The tuition deposit will cover most of the costs of attending Columbia College for the first two semesters, but students should note that they might encounter some small, additional fees such as laboratory fees ($50.00 per computer science course). Students who take more than a total of 24 credits in their first two semesters will be expected to pay for credits in excess of 24 at a rate of $535 per credit.

**Refunds Before Registration**

2. Students will receive a full refund of their tuition fee deposit if they are denied a Study Permit by the Canadian authorities, so long as the College is informed in writing before the start of classes in the semester for which the student was accepted, and documentation (i.e. the original letter from Immigration, Refugees and Citizenship Canada (IRCC) denying the request for a Study Permit) is provided.

3. Students who decide not to attend Columbia College for reasons other than denial of a Study Permit will receive a refund of their tuition deposit less a penalty of $200, as long as the College is informed in writing before the start of classes in the semester for which the student was accepted and as long as the student has not already entered Canada using Columbia College’s Letter of Acceptance to gain entry to Canada. Note that in such cases IRCC will be informed that the letter of acceptance issued by Columbia College is null and void.

4. Once a student in this category has entered Canada using Columbia College’s Letter of Acceptance to gain entry to Canada, there will be no refund of the initial (24 credit) tuition deposit.

In their first two semesters new international students arriving from overseas are normally expected to register in at least 24 credits (or equivalent) in total at the College.

Students taking more than 24 credits will pay more on a pro rata basis. At their first Registration students will be deemed to have committed to the College for two consecutive semesters and any refunds will be based on this commitment (i.e. the $12,900.00 deposit is fully committed to the College).

2 At the time of their first Registration students in this category commit themselves to attending Columbia College, and to paying fees, for the next two consecutive semesters. Students may not take a semester break in this first 8 month period.

**Local Transfer Students and Continuing Students**

The following policies (5 to 8) apply to Canadian students and international students who transfer to the College after studying at another institution in Canada for at least one semester, or who, on application to the College, have legal status in Canada, and to continuing students (i.e. international students who initially applied to the College from overseas, after they have completed two semesters at Columbia College). The stated refund policies do not refer to the initial tuition deposit.

5. International students transferring to the College from other institutions in Canada ("Local Transfer Students") are expected to have their Study Permits in place. Students in this category (and Canadian citizens and Permanent Residents) are expected to pay a Commitment Fee ($6,450.00) before they register to guarantee their place at the College. Upon payment of this Fee students are deemed to have registered and so refunds requested will be considered in the categories below (6, 7 and 8) for post-registration refunds. The Commitment Fee will be applied to the student’s tuition fees for the semester.

Continuing students requesting “re-entry letters” (or similar letter) from Columbia College will also be required to pay a Commitment Fee ($6,450.00) for the next semester. This Commitment Fee will be applied to the student’s tuition fees for the semester. Any refund requested will be considered in the categories below (6, 7 and 8) for post-registration refunds.

**Refunds After Registration But Before Classes Start**

6. Students who withdraw from courses after Registration and before the start of the semester will receive a refund of tuition fees less 25% of tuition fees due.

**Refunds After Classes Start**

7. Students who withdraw from courses after the start of the semester, but before the end of the first week of classes of the semester, will receive a refund of tuition fees less 50% of fees due.

8. After the end of the first week day of classes of the semester there will be no refund of tuition fees.

Continuing students who request a letter from the College in order to extend their Study Permit are required to pay a Tuition Deposit of $6,450.00. Upon payment of this Deposit students are deemed to have registered and the sum is subject to the refund policies outlined in points 6, 7, and 8 above.
An exception to this policy will be made in cases where an application for a Study Permit extension is denied. If documentation (i.e. the original letter from IRCC denying the Study Permit) is provided to the College in a timely manner then the Tuition Deposit will be refunded in full less a $200 service charge.

Students Registered in the Full-time English Program
International students arriving from overseas may find they need to take full-time English for Academic Purposes courses when they first arrive at the College. Such students will have been asked to pay a Tuition Deposit of $12,900.00 in advance, and once they complete their first registration this amount is committed to the College and the student committed to being a full-time student at the College for at least 8 consecutive months. Since tuition fees in the full-time English Program are $5915.00 per semester, a student who spends one or two semesters in this Program is likely to have, after his first two semesters, a credit balance in his account. This balance will be carried over to a third semester; there will not be a cash refund of this balance.

Policies 1, 2, 3 and 4 above apply to this group. Note: this means that once an international student arriving at Columbia College from overseas has entered Canada using Columbia College’s Letter of Acceptance to gain entry to Canada, there will be no refund of the initial (24 credit) tuition deposit.

International and Canadian students who transfer to Columbia College (Full-time ESL Program) after studying at another institution in Canada for at least one semester, or who, on application to the College, have legal status in Canada, or who are continuing students (i.e. overseas arrivals who have completed two semesters at the College), may register for periods of half or one full semester. Such students are subject to the following:
9. Students who withdraw from part of their program will receive no refund.
10. Students who withdraw from their entire program after registration but before the first day of classes will receive a refund of tuition fees less 25% of fees due.

11. Students who withdraw from their entire program within the first week of classes of their registration period will receive a refund of tuition fees less 50% of fees due.
12. Students who withdraw from their entire program after the first week of classes of their registration period will receive no refund of tuition fees.

Indebtedness to the College
Any fees paid are applied firstly to the removal of any existing indebtedness to the College. No official transcripts, certificates, diplomas or Associate Degrees are issued to a student in debt to the College, nor is the student permitted to write final examinations or to re-register until all debt is cleared.

Unclaimed Funds
Monies paid to the College as a deposit, or refunds owed due to, for example, an overpayment or withdrawal from courses, must be claimed from the College in a timely fashion. The College will make reasonable efforts to contact the student. However, upon receiving no response, such monies will revert to the College 24 months after the student has left or withdrawn from the College.

Students Denied Permission to Register
Students placed on Academic Probation (see page 49) for two consecutive semesters (i.e. are on “double probation”) are required to seek the permission of the Academic Board before being allowed to register in courses for another semester. Such permission may or may not be granted.

Students who are denied permission to register may claim a refund of pre-paid tuition fees. If the money in their account is part of the initial two semester (24 credit) deposit then they may claim a 75% refund of the amount. Alternatively they may elect to leave the money - 100% - in their account to use when they return to the College after demonstrating improved academic performance. If the money in their account is not part of the initial (24 credit) deposit then a 100% refund may be claimed.

ADMINISTRATION, FACULTY AND STAFF

ADMINISTRATION
Principal
Hemmingsen, R., B.Com. (Carleton), M.Ed. (Toronto), C.P.A., C.M.A.
VP Operations
Louie, B., B.Sc. Hons. (Simon Fraser), Ph.D. (British Columbia)
VP Academic
Wadsworth, M., A.A. (Capilano), B.A. (Simon Fraser), M.A. (Regina)
Financial Controller
Ford, L., B.Com. (Thompson Rivers), C.P.A., C.G.A.
HR Manager
Guiblejman, D., B.A. (Buenos Aires), M.H.R.M. (Salvador, Argentina), C.P.H.R.
Head of Secondary
Scali, S., B.A., M.Ed. (British Columbia), B.Ed. (Simon Fraser)
Director of Recruitment, Admissions, & Marketing
Gunardi, T., B.A. (Simon Fraser), M.A. (Trinity Western)
FACULTY

English
Alm, K.H., B.Sc. (Saskatchewan), M.A. (Trinity Western), Ph.D. (Victoria)
Barnes, S., B.Sc. (Alberta), M.A. (British Columbia)
Becker, A., B.A., B.Ed. (Nipissing), M.A. (British Columbia)
Cabrita, Z., B.A., B.F.A., M.A. (British Columbia)
Cansin, D., B.A. (Macalester College), M.A. (British Columbia)
Clarke, D.K., B.Sc., M.A. (British Columbia)
DeLong, H., B.A. (New Brunswick), M.A. (British Columbia)
Garcia Scott, A., B.A. (Northern British Columbia), M.A. (Simon Fraser)
Inman, M., B.Art. Sc. (McMaster), M.A. (British Columbia)
Kidder, O., B.A. Simon Fraser, M.A. (Queen’s), Ph.D. (Alberta)
Lavery, A., B.A., B.Ed. (Toronto), M.A. (British Columbia)
Lyons, G., B.A. (Malaspina), M.A., Ph.D. (Simon Fraser)
MacRae, S., B.F.A. (British Columbia), M.A. (City College, NY)
Maher, N., B.A. (British Columbia), M.A. (Sussex)
Mello, C., B.A., M.A. (VERJ), Ph.D. (VERJ/Winnipeg)
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Rowell, J.W., B.A. (Kwantlen Polytechnic), M.A. (Simon Fraser)
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English Language Centre
Cacciatore Iwato, T., B.B.A., B.Ed. (Lakehead)
Chau, J., B.A. (British Columbia), CELTA
Chien, G., B.A. (Simon Fraser), TESL Dip. (Vancouver Community), GDBA (Simon Fraser)
DeCosta J., B.S.W., B.A. Hons. (York), CELTA, TESL Cert (Victoria International Academy)
Dukowski, T., B.A. (British Columbia), M.A. (CSU), CELTA
Trankner, M., B.A. (British Columbia), TEFL, M.A. (British Columbia)
Yatsuda, S., B.A. (Albertion), Dip.Ed. (British Columbia), TESL Cert. (British Columbia), M.A. (British Columbia)

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Dhariwal, P., Asian Studies
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Ezgi, D., B.A. (California), Ph.D. (New York)
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Stroppa, S.N., B.A. (Simon Fraser), Criminology
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Ardal, H., B.Sc.(Bogazici), Ph.D.(Simon Fraser) Mathematics
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Yang, Y., B.Sc. (Hunan), Ph.D. (Paris) Computer Science

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Agak, J., B.Sc. (Kenyatta), M.Sc. (British Columbia) Chemistry
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De Witt, J., B.Sc (McGill), M.Sc. (British Columbia) Chemistry
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Giesbrecht, H., B.Sc. (Mauritius), Ph.D. (Simon Fraser) Chemistry
Gomesh Nobary, S., M.Sc. (Alberta), M.Sc. (Victoria) Biology
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Jovovic, V. B.Sc. (Belgrade), M.Sc. (Kragujevac), Ph.D. (Novi Sad) Physics
Kumari, M., Ph.D. (Alberta) Biology
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Todoruk, T., B.Sc., M.Sc. (Northern British Columbia) Physics

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Tchvaeleva, L., M.Sc. (Minsk), Ph.D. (Belarusian Acad. of Science)
Geronimo, R., B.Sc. (British Columbia), Assayer Cert. (BCIT)

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Librarian
Haigh, J., B.A. (British Columbia), M.A. (Dalhousie), M.L.I.S. (British Columbia)
Library Technician
Meunier, S., B.A. (Regina), Dip. LIT (Langara)
Library Clerk
Manebo, L., B.Sc. (Philippines)

IT SERVICES
Head IT Services
Tse, J., Networking Professional Dip. (BCIT), A+ Cert., S+ Cert., MCSE
IT Services Technicians
Ng, S., Tech. Studies Dip. (BCIT), A+ Cert.
Low, L., B.A.Sc. (British Columbia)
Wu, E., Dip. Tech. (BCIT)

STAFF
Academic Advisor & Counsellor – NC
Lai, G., B.A. (Simon Fraser), M.Ed. (British Columbia)
Accounting Assistants
Chung, C., B.A. (Simon Fraser)
Matsui, M., B.A. (Trinity Western)
Mine, K., B.A. (Aoyama Gakuin, Japan)
Wang, I., B.B.A. (Simon Fraser)
Administrative Assistants
Jung, D.H., B.A. (Dan Kook, Korea)
Kon, M.
Administrative Assistant - NC
Umed, N., A.A. (Columbia College)
Administrative & HR Assistant
Kugel, D., H.R.M. Cert. (BCIT)
Admissions Secretaries
Masaquel, M., Busn. Mgmt. Dip. (Philippines)
Rosadia, R., B.Sc. (St. La Salle)
Bookstore Manager
Chong, C., B.Sc. (British Columbia)
Career Advisor
Leow, L., B.A. (Simon Fraser), C.D.P.P. (Simon Fraser)

Academic Advisor
Lombos, S.E., B.A. (De La Salle), Immigration Consultant Dip. (Ashton),
H.R.M.G. Dip. (Ashton), RCIC
Counsellors/Advisors
Baker, S., B.A. (British Columbia), M.A. (City U. of Seattle)
Nozick, J., B.A. (Concordia), M.A. (Liverpool)
Roberts, D., B.A., P.D.P., M.A. (Simon Fraser)
Wang, S., B.Sc. (British Columbia), M.Ed. (Acadia)

Counsellor & Student Services Manager
Jeffreys, C., B.A. (Lancaster), Postgrad. Cert. Ed. (Lancaster)
English Tutors
Logan, A., B.A. (Western Ontario)
Ho, A., B.A. (British Columbia), M.A. (British Columbia)
Drzazgowski, K.H., B.A. (Simon Fraser), M.A. (British Columbia)
Homestay Coordinator
Mooney, R.
Instructional Development Consultant
Bose, Z., B.A. (British Columbia), M.A. (Simpson University)

International Student Advisor and Student Services Manager
Black, R., B.A. (Leeds), RISIA
Learning Centre Supervisor
Flores-Santiago, G., B.A. (British Columbia), M.A. (London), Cert. (Jerusalem)
Math Tutor
Tabarsi, F., B.Sc. (Tehran)
Nurses
Goth, C., L.P.N.
Langley, C., L.P.N.
Office Manager
Chiu, P., B.A. (British Columbia)
Office Manager – NC
Ebenal, D., Dip.
Payroll Accountant
Paz, D., C.P.M. (BCIT), P.C.P. (Canadian Payroll Association)
Senior Financial Analyst
Gong, S., B.A.F.M. (Paul Cezanne)
**Student Life Coordinator**
Yoon, J.H.J. B.Sc. (British Columbia)

**Student Life Coordinator – NC**
Chau, Z., B.A. (Kwantlen Polytechnic), F.A. Cert. (Kwantlen Polytechnic)

**Testing Coordinator**
Flores-Santiago, G., B.A. (British Columbia), M.A. (London), Cert. (Jerusalem)

**PROFESSORS EMERITI**

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Years</th>
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<tbody>
<tr>
<td>Yvonne de Souza</td>
<td>Library Director</td>
<td>1983-2017</td>
</tr>
<tr>
<td>Leah Kaser</td>
<td>English</td>
<td>1976-2015</td>
</tr>
<tr>
<td>Jim Smith</td>
<td>English</td>
<td>1978-2016</td>
</tr>
<tr>
<td>Jerry Steinberg</td>
<td>ELC</td>
<td>1984-2015</td>
</tr>
<tr>
<td>Trevor Toone</td>
<td>Natural Science/Principal</td>
<td>1978-2018</td>
</tr>
<tr>
<td>Peter Hurthig</td>
<td>Mathematics</td>
<td>1981-2018</td>
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Columbia College acknowledges that we gather, work, and study on the unceded territories of the Coast Salish Peoples, including Musqueam, Squamish, Stó:lo, and Tsleil-Waututh Nations. We also want to acknowledge all non-status peoples and members of other tribes who live in Vancouver.