

Number 1

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H U M B E R C O L L E G E

CALENDAR

HOW TO USE THIS CALENDAR

This calendar is organized in five sections.

At the beginning of

each program section

you will find a guide

which has been de-

signed to help you

identify a general field

of study and the asso-

ciated programs of-

fered within that disci-

pline. For your convenience, all programs are arranged

in alphabetical order. However, if you already know the

program you are interested in, you can refer to the index

located at the back of

this publication.

If you require infor-

mation regarding aca-

demic regulations; en-

trance scholarships,

achievement awards,

and bursaries; entry re-

quirements, fees and

financial assistance; student services and/or calendar

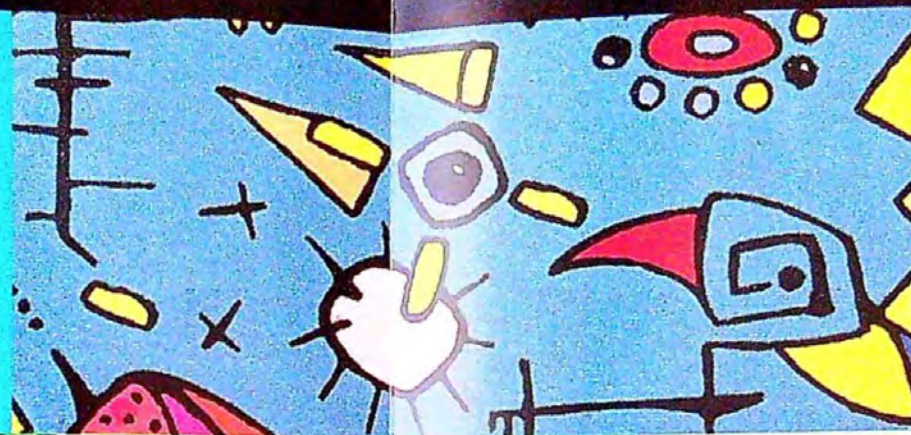
of events, refer to the General Information section.

Visit us at www.humberc.on.ca to view this calendar on-line.

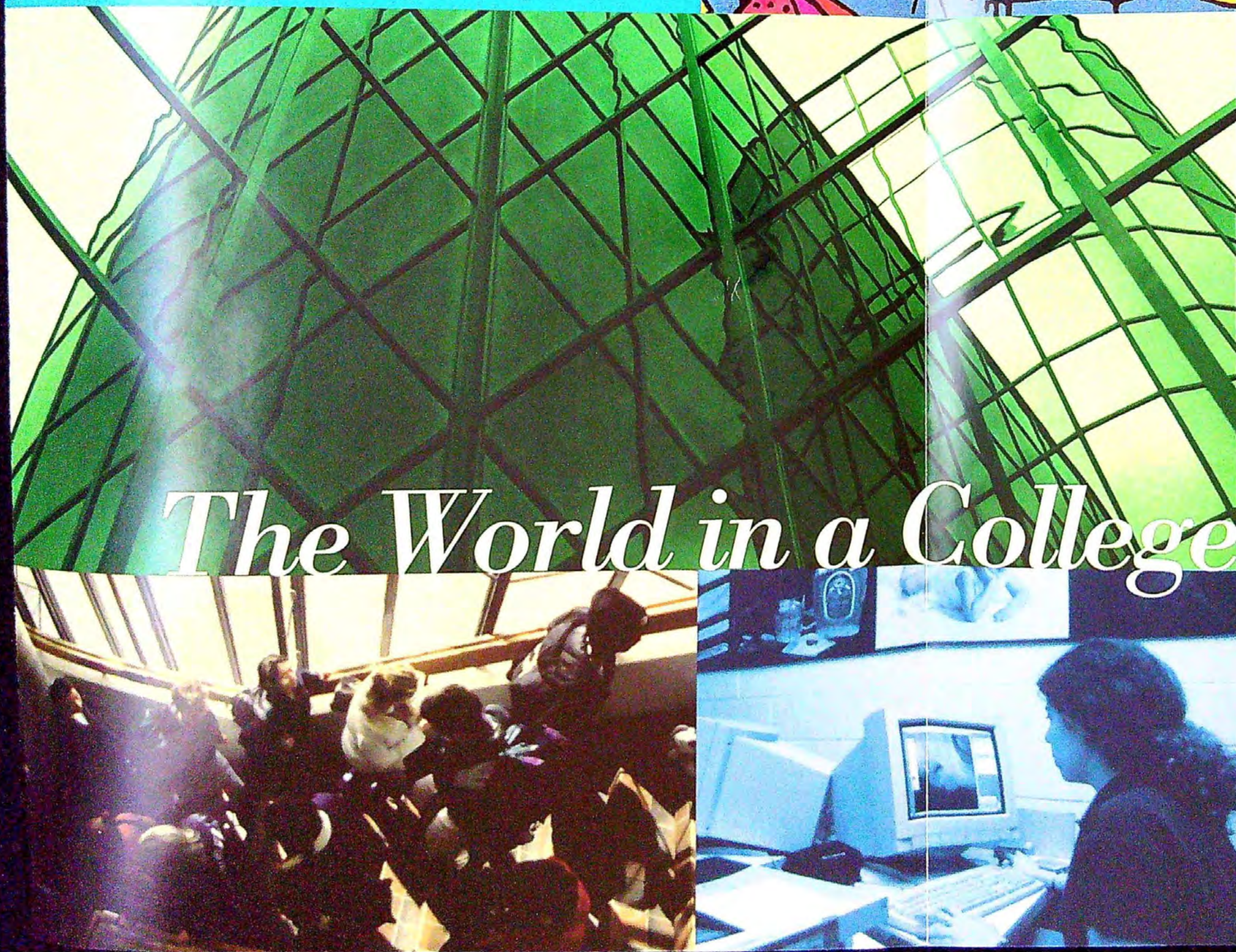


Before you recycle - reuse! Share this calendar with a friend or neighbour.

Our graduates are among the most employable and their continued success is a result of the many alliances between Humber College and the working world. In fact, over 93% of Humber's graduates have fulfilled their career expectations. For this reason, many of our applicants come from universities and other colleges. Be sure to visit our web site at www.humberc.on.ca.



The World in a College

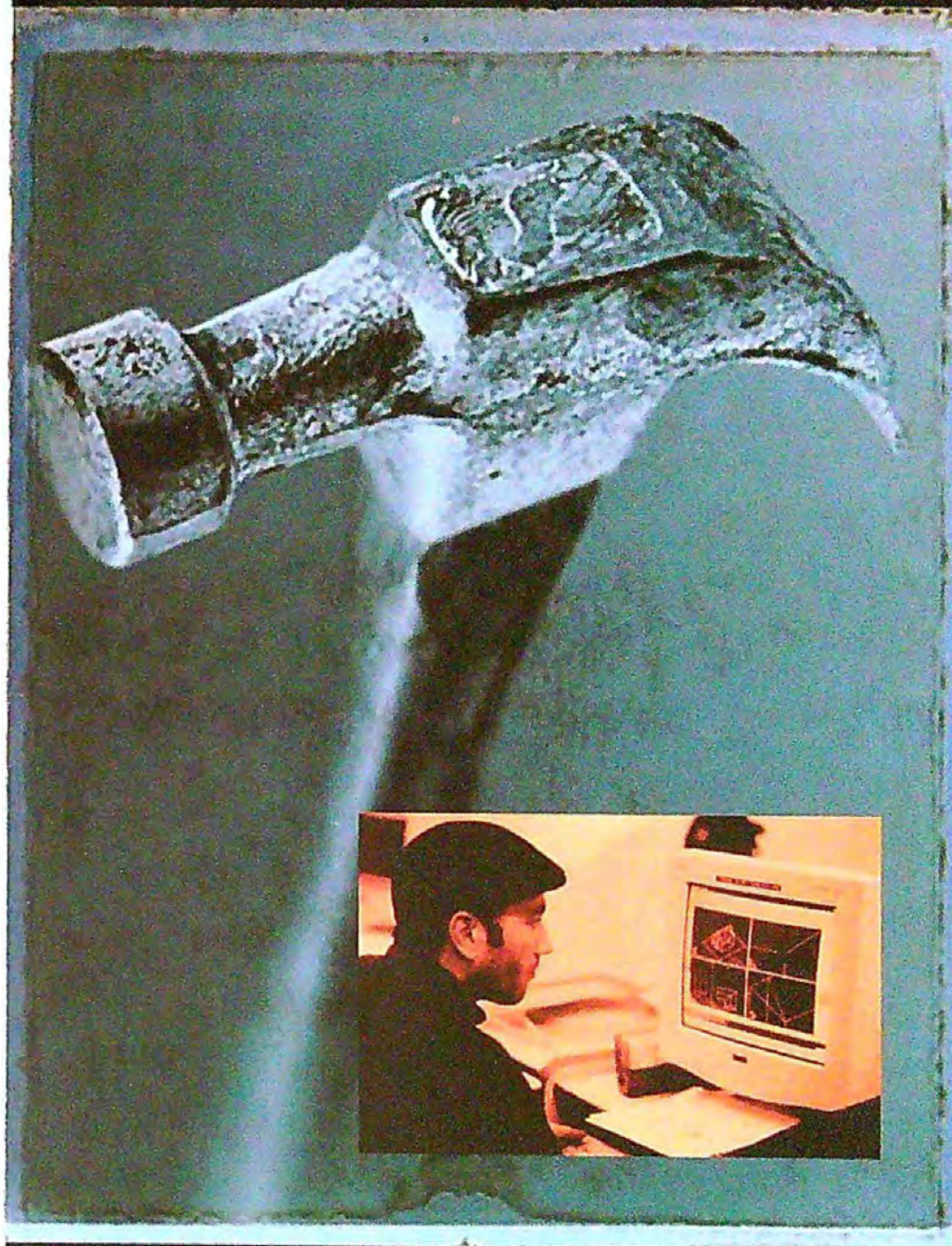




Humber College's 11,500 full-time and 60,000 part-time students come to us from all over Canada and from nations around the world. The diversity of Canadian and international students within our full range of programs represents the core of Humber's academic and community spirit.

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Humber College has cultivated partnerships with a number of universities to allow for easy transfer and advanced standing. Among these is the Humber College/Wilfrid Laurier University Executive MBA program whereby a student can earn a business diploma and an MBA. University transfer options are also available with McMaster University, Queen's, Lakehead, Ryerson, the University of New Brunswick, the University of Western Ontario, and York, among others.

LAURIER BUSINESS & ECONOMICS



KEY PERSPECTIVES OF LAURIER'S MBA PROGRAM:

- comprehensive, integrated program
- commitment to lifelong learning
- participants develop the skills necessary to be effective leaders and decision-makers

Refer to page 2 for details.

humber *College*

Humber College Mission Statement

At Humber College, we strive for an open, respectful and welcoming educational environment which is responsive to the needs of our students, our staff, our community and our nation. Our College proudly reflects the richness and diversity of the Canadian community: the many cultures, the economic backgrounds, the differing age groups, the many ideas that have solidified our democracy. We aim for high standards of teaching and learning and we are dedicated to anticipating the changes in our society and to responding to those changes in practical but innovative ways.



Laurier On The Lakeshore MBA Program

Wilfrid Laurier University's School of Business and Economics is one of the top business schools in Canada. It is distinguished by the exceptional quality of its students and faculty, and by the innovativeness of its programs.

Laurier on the Lakeshore brings to the professionals of the Greater Toronto area, an executive-style MBA designed to enhance their skills and business judgment without disrupting their careers. The high quality, top-ranking Laurier MBA, with its integrated, dynamic curriculum and proven case study method, is delivered in a weekend format over a period of just over three years at the University Centre of the Lakeshore Campus of Humber College.

Graduates with a minimum of two years of full-time work experience, a 'B' or better average in their post diploma program, as well as in the final year of their post secondary program, are encouraged to further their management education in this unique initiative between Laurier and Humber. For further information please contact the School of Business and Economics Graduate Programs Office, Wilfrid Laurier University by phone at (519) 884-0710, ext. 2544, by fax at (519) 886-6978, by e-mail at wlumba@wlu.ca, or at our web site: www.wlu.ca/~wwwsbe.



Program Features

■ Integrated core curriculum consisting of:

- BU601 *Strategic Management*
- BU602 *Marketing*
- BU603 *Financial Management*
- BU604 *Organizational Behaviour*
- BU605 *Operations Management*
- BU606 *Economics*
- BU607 *Accounting*
- BU609 *Modelling Business Decisions*

■ Business Research Project

- BU610 *Applied Business Research*

■ Tailored Modules*

- Build upon integrative approach to learning
- Provide exposure to a broad range of topics
- 6 tailored modules (10 half credits)

■ Sample Modules

- Advanced Marketing
- Organizational Change, Controls and Information Systems
- Entrepreneurship
- Advanced Finance
- Personal Financial Planning
- Managerial Development
- International Business
(including optional international trip)

*NOTE: Graduates of Humber College's Post Graduate Certificate programs in Human Resources Management, International Marketing, Marketing Management (Canadian Securities Profile, Regular Profile), and Public Relations may, at the time of admission to the Laurier MBA program, receive advanced standing or exemption, to a maximum of five approved half-credit courses, toward the Laurier on the Lakeshore MBA program.

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1999 – 2000

Full-Time

Calendar



Events & Accommodations Humber

- conferences • sports facilities • catering

Imagine.

Convenient Location

- Located just 10 minutes from the Toronto International Airport
- Access from all major highways
- Ample parking available
- Situated next to extensive parklands; many residence rooms have splendid park and garden views.

Affordable

- Bed and Breakfast room rates (May to August)
- Special group rates are available
- Low cost rental rates on facilities.

A tranquil green retreat within convenient reach of the city and the airport, with friendly staff to provide experienced, flexible, and responsible service. Your event will be completely co-ordinated and yet remain affordable. Conference, athletic and recreational facilities are just steps from a 720-room air-conditioned Residence where delicious food prepared by award-winning caterers will tempt your pallet.

Humber has it all.

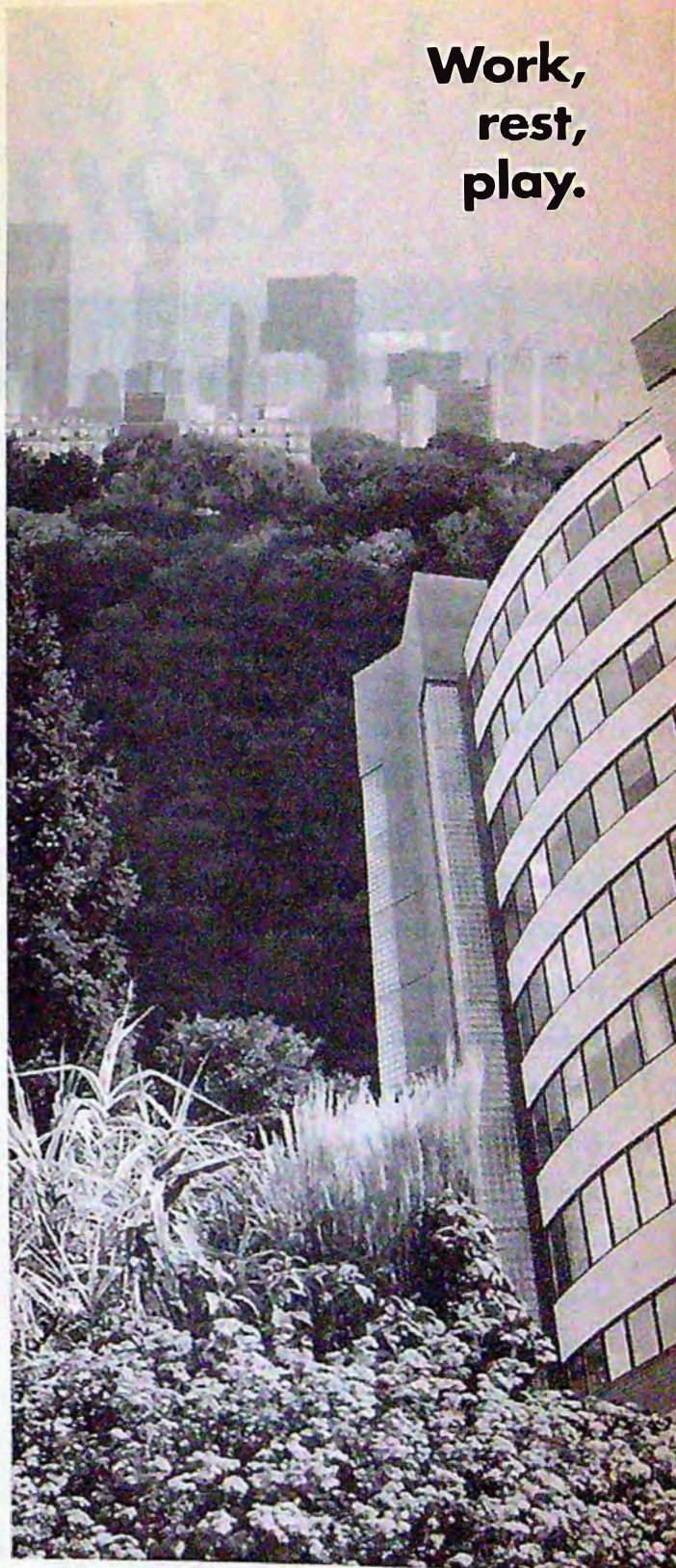
203 Humber College Blvd. Toronto, ON Canada M9W 5L7

www.humberc.on.ca/~events

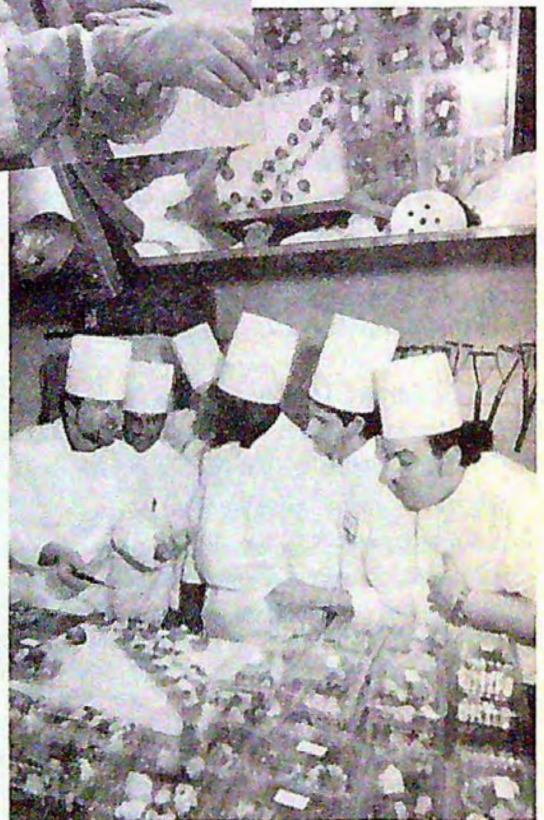
For information or group sales call (416) 675-5027 Toll Free 1-888-548-6327

Reservations (416) 675-6622, ext. 7200 Fax (416) 674-4917

**Work,
rest,
play.**



Post Secondary Certificate and Diploma *programs*



Guide to Post Secondary Certificate and Diploma Programs

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Declaration of Waiver

The information in this calendar is accurate as of August 1, 1998. The College does its best to up-date calendar information regularly so that students are not inconvenienced. However on occasion, changes do occur. Therefore, after August 1, 1998, the College reserves the right to modify or cancel any program, profile, course, program objective, fee, timetable or campus location without notice or prejudice. It is also the College's right to schedule classes any time, Monday through Saturday. Students should be aware that it may be necessary for them to take a course or courses during the evening or on Saturday.

Communications Courses

College graduates need to communicate effectively. Employers are requiring our graduates to be increasingly more skilled in their language abilities. They must know how to read and interpret information and communicate their ideas both orally and in writing. As part of their program requirements, Humber students are usually required to complete two Communications courses. These courses are designed to help them perform the reading and writing tasks that will be expected of them in their program courses and later on in their careers.

Communications 200-level courses are designed to improve writing skills to the professional standards expected of first year Humber students. These courses emphasize the principles of composition, and the grammar and punctuation skills that are an important part of the writing process.

Communications 300-level courses are designed to introduce students to the formats and strategies of effective business or technical communication, depending on the program of the student. Students will be expected to apply the writing skills they developed in COMM200 to vocationally relevant assignments.

To better serve second language learners, the department offers specialized English As a Second Language (ESL) courses. There are four courses in the curricula: ESL.100, ESL.150, ESL.200, and ESL.300. Students who successfully complete all four courses will have satisfied their Communications requirements.

CUSTOM-DESIGNED ENGLISH LANGUAGE PROGRAMS

Humber College designs and delivers English language programs for various groups and for a variety of purposes. Contact us to discuss your needs. We also offer programs in the host country with the final few weeks of the language training and cultural activities offered in Canada.

Previous groups served include seniors groups, business professionals, travel counsellors, teachers, university students and families of professionals transferring to Canada.

Note: Refer to the Post Graduate Programs section for information on Teachers of English As A Second Language (TESL/TEFL).

(ESL) Summer Language Program (Certificate)

Liberal Arts and Sciences Division

Application Program Code 05001

North Campus

Internet: www.humberc.on.ca

5 weeks, beginning in May and July

This is a 5 week ESL immersion certificate program for students at the beginner, intermediate or advanced level. It is an intensive communicative language program which includes electives, workshops, educational excursions and evening/week-end sociocultural activities. The primary focus is to improve conversational and listening skills.

General Education

Like most post secondary students, you will be required to complete General Education courses before graduating. General Education classes are those which have a relevance beyond any specific program area, deepening your understanding of your social, cultural and political roles. Indeed, you will find that these courses are pertinent to you not just as a college student or worker, but as a family member, citizen and lifelong learner with an entire range of interests and concerns. You may expect to share these classes with students from a variety of program areas.

Your first General Education course will be an interdisciplinary course called Humanities. This is an issues-based course designed to introduce you to the concepts and subject areas you will focus on in later General Education courses, as well as to help develop appropriate academic skills. The other courses comprising the General Education program are offered in three categories:

- Arts and Literature
- Social Science and Humanities
- Science and Technology

Students will be expected to select the remaining courses from these categories, making sure that they draw from at least two of the three categories. These courses are offered in a number of timetable modules, normally with a selection of six to eight courses. You will need to obtain your timetable or contact your Program Co-ordinator to determine which specific courses are available in your timetable module.

UNIVERSITY LEVEL COURSES

Students who have been exempted from Communications 200, or who have completed Humanities with a mark of 75 or higher, or who have achieved a Grade Point Average (GPA) of at least 80 per cent, may elect to take one of our University level courses. Through an arrangement with York University, these University-College courses allow students to get started on a university degree while continuing to work on their Humber Diploma. These courses allow you to sample the university experience without sacrificing any of the advantages or credits that you have built up at Humber. This arrangement allows York University to see what you have to offer and will facilitate your application to York on graduation from Humber. Currently, the Liberal Arts and Sciences Division is offering the following two courses:

PHIL701/702 Power: It is something that most of us strive for but few of us obtain. Why do we desire power? Why is it that for many, power is elusive? How is power acquired? How is power maintained? In this course, we will examine answers to these questions provided by some of the central figures in the history of political theory, including Aristotle, Machiavelli, Hobbes, Locke, Nietzsche and Foucault.

ENGL701/702 Story of Stories: This course will study our intense relationship with story, whether the narrative occurs as a novel, short story, poem, or drama. Our fascination with story points to the human desire to find meaning in the sometimes chaotic realm of real world experience. This course will be structured through a comparative analysis of writers such as Bronte, Hardy, Wilde, Conrad, Woolf and Lessing.

Most Ontario universities offer some transfer credit for General Education courses taken at Humber College. For further information, contact Clive Cockerton, Chair, General Education at (416) 675-6622, ext. 4852.

Accounting

(Diploma)

*School of Information Technology,
Accounting and Electronics*

Application Program Code

Regular Profile (2 year/4 semesters) 02211

Regular Profile (3 year/6 semesters) 02111

Associate Profile (2 year/4 semesters) 02213

North Campus

Internet: www.humberc.on.ca

Four or six semesters, beginning in September and January

This diploma program prepares you to earn a living as an accountant. You will study accounting procedures and theory, auditing, taxation, law, information systems and management.

Note: A co-op profile will be offered in Semester 3, of the 3 year program. Students in the 2 year program may be eligible to apply for a co-op semester.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Accounting program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

2 Year Program

- CGA (Certified General Accountants)

3 Year Program

- CGA (Certified General Accountants)
- CGA/University of Calgary, Calgary, Alberta
- Lakehead University, Thunder Bay, Ontario
- Northwood University, Midland, Michigan, USA
- Ryerson Polytechnic University, Toronto, Ontario
- University of Lethbridge, Lethbridge, Alberta
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of the 2 and 3 year (Regular Profile) Accounting program find jobs in accounts payable, accounts receivable, cost accounting, inventory control, internal auditing, and payroll departments.

If you are seeking a professional designation, taking this program is a good start. You can become a Certified General Accountant (CGA) within three to four years of graduation.

CURRICULUM

2 Year and 3 Year Regular Profile

Semester 1 (20 hours/week)	Credits
ACCT107 Business Law for Accountants	3
ACCT111 Introduction to Accounting 1	4
BMAT210 Financial Mathematics	4
ISYS102 Introduction to Personal Computing	3
ISYS103 Information Systems Concepts	3
COMM200 Communications 200	3

Semester 2 (21 hours/week)	Credits
ACCT211 Introduction to Accounting 2	4
ACCT221 Computerized Accounting: Introduction	4
ACCT341 Cost Accounting 1	4
ECON001 Microeconomics	3
COMM300 Communications 300	3
HUMA024 Humanities	3

Note: After the completion of Semester 1 and 2, you may choose to continue with the 2 year (Regular Profile), 2 year (Associate Profile), or 3 year program.

Students transferring from Computer Information Systems, Business Administration, Business Management or Business – Marketing into the second semester of the Accounting program must have achieved a grade level of at least 80 per cent in ACCT106 Accounting Fundamentals 1 or ACCT113 Business Accounting 1 prior to enrolling in the program specific course ACCT211 Introduction to Accounting 2.

Semester 3 (22 hours/week)	Credits
ACCT301 Human Resources for Accounting	3
ACCT331 Intermediate Accounting 1*	8
ACCT441 Cost Accounting 2	4
ACCT461 Introduction to Income Tax	4
GNED General Education Elective 1	3

*Equivalent to 2 courses

Semester 4 (20 hours/week)	Credits
ACCT401 Business Marketing	3
ACCT421 Computerized Accounting: Advanced	4
ACCT561 Income Tax 2	4
BSTA300 Business Statistics	3
ISYS237 Business Systems Analysis	3
GNED General Education Elective 2	3

Note: 2 year diploma students will graduate.

3 Year Regular Profile

Semester 5 (22 hours/week)	Credits
ACCT531 Intermediate Accounting 2*	6
ACCT541 Financial Controllershship 1	4
ACCT551 Auditing 1	4
ISYS224 Personal Computer Applications	4
ISYS302 Business Management for IT	4

*Equivalent to 1 1/2 courses

Semester 6 (20 hours/week)	Credits
ACCT621 Computerized Accounting Applications	4
ACCT641 Financial Controllershship 2	4
ACCT651 Auditing 2	4
ACCT661 Accounting Case Applications	4
BSTA450 Quantitative Methods	4

2 YEAR ACCOUNTING ASSOCIATE PROFILE

This is a specialty profile of the Accounting program. This profile is more skill based and intended to give students greater knowledge of accounting and computer procedures related to small to medium size businesses and places less emphasis on the Certified General Accountant designation. You can choose this profile at the end of the first year.

Graduates of the 2 Year Accounting Associate Profile program find jobs in accounts payable, accounts receivable, cost accounting, inventory control, and payroll departments. Graduates will also find jobs as an accounting associate employed in small to medium size businesses.

CURRICULUM

Semester 3 (22 hours/week)	Credits
ACCT302 Accounting Finance 1	4
ACCT303 Computerized Accounting 2	4
ACCT351 Payroll Administration	4
ACCT461 Introduction to Income Tax	4
ISYS224 Personal Computing Applications	3
GNED General Education Elective 1	3
Semester 4 (20 hours/week)	Credits
ACCT402 Accounting Finance 2	4
ACCT403 Computerized Accounting 3	4
CNET704 Introduction to NetWare	3
ISYS248 Microcomputer Operating Systems	3
Elective*	3
GNED General Education Elective 2	3

*Choose elective from the School of Business or the School of Information Technology, Accounting and Electronics.

Advertising and Graphic Design (Diploma)

School of Media Studies

Application Program Code 04701
North Campus

Internet: www.humberc.on.ca
Four semesters, beginning in September

The revised Advertising and Graphic Design diploma program at Humber has incorporated many exciting and vital changes into the curriculum. After successfully completing the program, you will be able to effectively combine your artistic and creative problem-solving skills to produce professionally executed designs and campaigns.

Our intensive two year program is taught exclusively by practising advertising art directors and graphic designers, keeping the program current and up-to-date on trends and technology. These professionals can also introduce you to valuable contacts in the field.

By the end of the first year, you will have learned basic design, typography, colour theory, rendering, drawing, brainstorming, copywriting and how to conceptualize using 'The Design Process'.

The history of graphic design and advertising gives fundamental introduction to the industry – then and now. Electronic design using QuarkXPress, Adobe Illustrator and Adobe Photoshop will also be part of your new skills set.

In your second year, you will work on the kinds of challenging assignments you can expect to encounter in an agency or studio. Projects include: advertising print campaigns, television storyboarding, direct mail, logo development and corporate image designs, poster design, editorial layouts, annual reports, book design, packaging and web site design.

Through skills acquired in 'Marketing Strategies', you will explore and create strategically sound concepts. 'Entrepreneurship' teaches you to deal with the business of design through theory, projects and guest speakers. Portfolio refinement is emphasized.

Printing management can make or break a great design concept. You will be taught printing technology and how to achieve success at the press.

Field placement in the fourth semester will give you added insight into the exciting creative field of advertising and graphic design.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- A good working knowledge of QuarkXPress, Adobe Illustrator, and Adobe Photoshop (Humber College offers workshops for applicants as a review);
- Attendance at an interview to present a portfolio of 15 pieces, including sketchbook and a letter describing why you chose this field;
- Applicants will be assessed on overall creativity, ability in drawing, sense of design, creative process (roughs and preliminary drawings), craftsmanship, and proficiency using the Mac software programs listed above.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Advertising and Graphic Design program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Ryerson Polytechnic University, Toronto, Ontario
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

The program prepares you to work in advertising agencies, graphic design studios, magazine/newspaper/book publishers, printing companies, sales promotion firms, in-house design departments of corporations and institutions such as insurance companies and banks. Freelance opportunities in art direction, design and illustration are expanding, and can be very lucrative.

ADDITIONAL COSTS

Approximately \$1000.00 for art equipment, supplies and textbooks. You can expect to spend about \$300.00 per semester on replenishing supplies.

It is recommended, *but not necessary*, that you acquire a Macintosh computer and appropriate software.

CURRICULUM

Semester 1 (25 hours/week)

Credits

GRAF112	Typography 1	3
GRAF113	Design 1	3
GRAF115	Colour for Communications	3
GRAF116	Visualization Techniques 1	3
GRAF117	Digital Design 1	3
GRAF118	Conceptual Process 1	3
GRAF119	History of Graphic Design and Advertising	2
GRAF120	Thesis 1	2
COMM200	Communications 200	3

Semester 2 (26 hours/week)

Credits

GRAF212	Typography 2	3
GRAF213	Design 2	3
GRAF216	Visualization Techniques 2	3
GRAF217	Digital Design 2	3
GRAF218	Conceptual Process 2	3
GRAF220	Thesis 2	2
COMM300	Communications 300	3
HUMA024	Humanities	3
GNED	General Education	3

Semester 3 (23 hours/week)

Credits

GRAF310	Advertising Design 1	3
GRAF312	Typography 3	3
GRAF316	Marketing Strategies	2
GRAF317	Entrepreneurship	3
GRAF319	Corporate Design 1	3
GRAF320	Thesis 3	2
GRAF321	Design 3	3
GRAF322	Interactive Media Design	3
GNED	General Education	3

Semester 4 (25 hours/week)

Credits

GRAF410	Advertising Design 2	3
GRAF412	Typography 4	3
GRAF413	Package Design	3
GRAF416	Portfolio Development	3
GRAF417	Printing Technology	3
GRAF418	Internship	2
GRAF419	Corporate Design 2	3
GRAF420	Thesis 4	2

Advertising-Media Sales (Diploma)

School of Media Studies

Application Program Code 04601

North Campus

Internet: www.humberc.on.ca

Four semesters, plus six weeks internship, beginning in September

Advertising-Media Sales offers excellent employment opportunities to those with the right training and qualifications. Humber's two year program includes six weeks of internship.

You will learn to:

- Evaluate the major media in Canada;
- Translate marketing objectives into media objectives;
- Assess the strengths and weaknesses of the major media;
- Develop media campaigns;
- Create compelling presentations;
- Analyze audience data;
- Buy and sell advertising time or space for TV, radio, outdoor, magazines and newspapers;
- Speak knowledgeably and persuasively;
- Negotiate on behalf of the buyer and/or seller of time and space;
- Work at a radio or TV station, newspaper, magazine and advertising agency;
- Estimate costs;
- Use the computer systems that media use.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 11 mathematics (general level or above);
- An assessment interview may be required. Marks in grades 11 and 12 English may be considered for selection purposes. Applicants living outside Toronto may request a telephone interview, if one is deemed necessary.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Advertising-Media Sales Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Advertising – Media Sales program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates work as sales representatives for radio stations, TV stations, newspapers, magazines or in the media department of advertising agencies and major advertisers.

CURRICULUM

Semester 1 (18 hours/week) Credits

MEAD105 Fundamentals of Media 1	8
MEAD106 Professional Selling 1 (Media)	4
MEAD108 Advertising and Marketing 1 (Media)	3
COMM200 Communications 200	3

Semester 2 (24 hours/week) Credits

MEAD205 Fundamentals of Media 2	8
MEAD206 Professional Selling 2 (Media)	4
MEAD208 Advertising and Marketing 2 (Media)	3
COMM300 Communications 300	3
HUMA024 Humanities	3
GNED General Education	3

Semester 3 (21 hours/week) Credits

MEAD303 Professional Selling 3 (Media)	4
MEAD309 Advertising and the Workplace 1	2
MEAD312 Media Planning/Buying 1	8
MEAD314 Seminar Series 1 (Media)	4
GNED General Education	3

Semester 4 (23 hours/week) Credits

MEAD403 Professional Selling 4 (Media)	4
MEAD405 Seminar Series 2 (Media)	2
MEAD408 Media Planning/Buying 2	7
MEAD409 Advertising and the Workplace 2	2
MEAD413 Computer Applications (Media)	4
MEAD500 Internship (May/June)	4*

* Each student is required to complete a minimum six week (full business week) internship placement with an approved employer during May and June following successful completion of all other required courses in the program.

Air Conditioning and Refrigeration Engineering Technician (Diploma)

School for the Built Environment

Application Program Code 03271

North Campus

Internet: www.humberc.on.ca

Five semesters, beginning in September*

Studies in this field will prepare you for a career as an air conditioning, refrigeration and gas technician. You will have acquired a broad knowledge of the design, installation and service techniques of heating and air conditioning systems in residential, commercial, and industrial buildings. You will be able to size, select and maintain equipment for building comfort and industrial purposes and know how to use various industry standards.

*The Air Conditioning and Refrigeration Engineering Technician program is four (4) semesters in length. Completion of the 5th semester will provide you with a Gas Technician 3, and a Gas Technician 2 Certificate of Qualification.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

You may work for a design contractor designing, installing, servicing, or retro-fitting HVACR equipment. Opportunities also exist for sales representatives, specifications writers and service representatives. With experience, you can become an estimator and work with plans and specifications to determine material and labour requirements in preparation of contract bids. Design contractors are responsible for design selection, layout and specification of mechanical equipment, including equipment for environmental protection and energy conservation.

ADDITIONAL OPPORTUNITIES

Graduates of this program can continue in the Environmental Systems Engineering Technology - Energy Management program for a Technologist Diploma.

CURRICULUM

Semester 1 (24 hours/week)	Credits
CNST101 Computer Applications	3
HVAC102 Refrigeration 1	4
HVAC104 HVAC Controls 1	4
HVAC105 Engineering Practices	3
HVAC109 Codes of Practice	4
TMAT105 Mathematics 1	3
COMM200 Communications 200	3
Semester 2 (26 hours/week)	Credits
HVAC201 Refrigeration 2	4
HVAC202 Residential System Design 1	4
HVAC204 HVAC Software	4
HVAC209 HVAC Controls 2A	5
TMAT204 Mathematics 2	3
COMM300 Communications 300	3
HUMA024 Humanities	3
Semester 3 (23 hours/week)	Credits
HVAC301 Commercial System Design 1	4
HVAC302 Residential System Design 2	4
HVAC304 HVAC AutoCAD and Graphics	6
HVAC305 Advanced Piping Systems	3
HVAC401 Refrigeration 3	3
GNED General Education	3
Semester 4 (23 hours/week)	Credits
CNST401 Work Preparation	2
HVAC402 Commercial System Design 2	4
HVAC404 Environmental Protection	3
HVAC405 Energy Management 1	3
HVAC410 HVAC Controls 3	5
HVAC501 Refrigeration 4	3
GNED General Education	3
Semester 5 (27 hours/week)	Credits
HVAC411 Combustion Venting Practices	4
HVAC412 Appliances	4
HVAC502 Heating Systems	4
HVAC503 Hydronic Systems	6
HVAC504 Air Handling Equipment	6
GNED General Education	3

Architectural Technology (Diploma)

School for the Built Environment

Application Program Code 03371

North Campus

Internet: www.humberc.on.ca

Six academic semesters, beginning in September, January and May

If you enjoy math and science and take a technical interest in how things are built, the Architectural Technology diploma program may be for you.

You will learn how to render presentation drawings, how interiors are planned, how cities developed, what laws govern their growth, and how the history of architecture affects today's designs. On the practical side, you will learn how to determine the exact quantities of materials needed for a building project and how to determine and control the costs of those materials.

As well, you will learn to administer the contracts that govern construction practices and to understand laws and planning regulations. You will also learn how to preserve historical buildings and further develop drawing skills on both paper and by computer-aided design.

Qualified students will be eligible to apply for weekly work placement positions in addition to their academic study.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or Grade 12 mathematics (MAT-4A), or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Architectural Technology program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Lakehead University, Thunder Bay, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Waterloo, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

As an architectural design technologist, you might work in an architectural office helping to produce design and construction documents, or with a contracting firm as project co-ordinator or estimator. You might work with a small design firm that specializes in kitchen renovations or work with a contracting firm in quantity surveying, project inspection or job co-ordination, or become a sales representative for a construction equipment manufacturer. You might become a building inspector, or develop technical details.

CURRICULUM

Semester 1 (24 hours/week)	Credits
ARC.101 Drafting and Detailing 1	6
ARC.102 Structures 1	3
ARC.103 Architectural CADD 1	3
ARC.105 Freehand Sketching	2
CNST101 Computer Applications	3
TMAT111 Math (Architecture)	4
COMM200 Communications 200	3

Semester 2 (24 hours/week)	Credits
ARC.201 Drafting and Detailing 2	6
ARC.202 Environmental Systems	3
ARC.203 Materials and Methods 1	3
ARC.204 Estimating 1	3
ARC.205 Architectural CADD 2	3
ARC.206 Surveying	3
COMM300 Communications 300	3

Semester 3 (24 hours/week)	Credits
ARC.301 Drafting and Detailing 3	6
ARC.302 Architectural CADD 3	3
ARC.307 Lecture Series	3
ARC.303 Materials and Methods 2	3
ARC.304 Estimating 2	3
ARC.305 Structures 2	3
ARC.306 Construction Administration 1	3

Semester 4 (25 hours/week)	Credits
ARC.401 Drafting and Detailing 4	6
ARC.402 Architectural CADD 4	3
ARC.404 Materials and Methods 3	3
ARC.405 Ontario Building Code	2
ARC.407 Building Science	3
ARC.602 Facilities Management	3
CNST401 Work Preparation	2
GNED General Education	3

Semester 5 (24 hours/week)	Credits
ARC.501 Drafting and Detailing 5	7
ARC.502 Specification Writing 1	3
ARC.503 Estimating 3	2
ARC.504 Introduction to Business	2
ARC.505 Renovation and Restoration	2
ARC.506 Computer Presentation (3D Studio)	3
ARC.507 Interior Detailing	2
GNED General Education	3

Semester 6 (25 hours/week)	Credits
ARC.403 Site Planning	3
ARC.601 Drafting and Detailing 6	7
ARC.603 Specification Writing 2	3
ARC.604 Construction Administration 2	3
ARC.605 Building Inspection	3
ARC.606 Project	3
GNED General Education	3

Broadcasting-Radio

(Diploma)

School of Media Studies

Application Program Code 04851

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September, plus a May/June Internship. A one year certificate program is also offered.

Humber College's Broadcasting-Radio diploma program is designed to develop the total broadcaster. You will learn writing, announcing, production, management, sales, programming, technical work, music direction, promotion, market research, interviewing techniques, news and sports writing. The course content reflects current needs. 'Hands on' training is provided at the College radio station and digital studios. Placement opportunities are available at radio stations across Canada during the May/June internship.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status with related experience in radio broadcasting;
- Grade 12 English (general level or above);
- An interview/orientation session, a questionnaire, a vocabulary/comprehension assessment and a voice and reading test.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Broadcasting-Radio certificate program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Broadcasting-Radio diploma program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Ryerson Polytechnic University, Toronto, Ontario
- University of Western Sydney Nepean, Sydney, Australia
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates have found employment throughout Canada, and around the world. Many of our broadcasters have become household names in the communities they serve.

CURRICULUM

Semester 1 (21 hours/week)

Credits

RBD.106	Basic Writing 1 - Radio	4
RBD.107	Broadcast Equipment	4
RBD.108	Basic Announcing 1	4
RBD.109	Introduction to Radio	1
RBD.209	Sales Development	2
RBD.215	News Development	3
COMM200	Communications 200	3

Semester 2 (22 hours/week)

Credits

RBD.206	Writing for Radio 2	2
RBD.207	Radio Lab	2
RBD.208	Announcing 2	4
RBD.213	Announce Development	3
RBD.303	Broadcast News	2
COMM311	Communications for Radio	3
HUMA024	Humanities	3
GNED	General Education	3

Semester 3 (23 hours/week)

Credits

RBD.307	Radio Lab	4
RBD.308	Effective Speaking	2
RBD.312	Career Preparation for Radio	2
RBD.313	Station Operations	9
RBD.318	On-Air Performance 1	3
GNED	General Education	3

Semester 4 (21 hours/week)

Credits

RBD.413	Station Operations	9
RBD.415	Radio Seminar	2
RBD.416	Radio Lab	6
RBD.418	On-Air Performance 2	2
RBD.419	Radio Programming	2

May/June

RBD.508	Radio Internship	6
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(Students must be current and passing in all courses to go on Internship.)

Business Programs

School of Business

Humber College's Business Administration and Business Management diploma programs offer the flexibility to choose courses and programs appropriate to individual career goals.

The Business Management diploma program is a two year program of 24 courses taken over four semesters. Students who choose this program study each of the business subject areas and also study a particular area of interest.

The Business Administration diploma program is a three year program of 36 courses taken over six semesters. Students study all core business areas to a greater depth than in the Business Management program, and may concentrate on a particular area of interest through profiles offered in the second and third years.

The common first year permits transfer between programs without the loss of credits. Students may receive advanced standing into business programs upon receiving exemptions for some courses passed at OAC level or at another college or university.

BUSINESS PROGRAMS IN FRENCH

Employment opportunities abound for the business graduate with bilingual language skills. For our French speaking students, Humber has exchange programs with colleges in both Quebec and France.

Business Administration (Diploma)

School of Business

Application Program Code 02511

North Campus*

Internet: www.humberc.on.ca

Six semesters, beginning in September, January and May

This three year program will give you practical skills and comprehensive knowledge in all core business functions: accounting, marketing, human resource management, business law, economics, operations management and business systems. You will develop the critical-thinking, teamwork and interpersonal skills essential for success in the workplace today.

You will specialize by choosing one of several program profiles.

*This program is also offered at the Lakeshore Campus.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates normally obtain employment in general management, advertising, marketing, accounting and finance, human resource management, areas related to production, distribution and inventory control, and sales. Many graduates begin their careers working in a small business; some graduates start their own business.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business Administration program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Bishop's University, Lennoxville, Quebec
- Brock University, St. Catharines, Ontario
- Central Michigan University, Mt. Pleasant, Michigan, USA
- Institut Universitaire de Technologie 'B', Université Claude Bernard, Lyon, France
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Nipissing University, North Bay, Ontario
- Northwood University, Midland, Michigan, USA
- Open University, Burnaby, British Columbia
- Queen's University, Kingston, Ontario
- Robert Morris College, Pittsburgh, Pennsylvania, USA
- Royal Roads University, Victoria, British Columbia
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Note: Six courses will be scheduled in each semester by the School of Business.

Semester 1

	Credits
BISM120 PC Essentials	3
BMAT110 Essentials of Business Mathematics	4
BMGT100 Introduction to Business	3
HUMA024 Humanities	3
MKTG100 Marketing 1	3
COMM200 Communications 200	3

Semester 2

	Credits
BACC100 Financial Accounting 1	4
BLAW100 Business Law	3
BMGT101 Human Resource Management	3
BUSN210 Business Issues	3
MKTG200 Marketing 2	4
COMM300 Communications 300	3

Note: Upon completion of semester 2, students may choose to specialize. The profiles are Human Resource Management, Marketing Administration and Small Business Management. The student may also choose to transfer to the second year of the Business Management or Business - Marketing programs.

Semester 3	Credits
BACC200 Financial Accounting 2	4
BECN001 Microeconomics	3
BISM327 Business Systems	3
B MAT210 Financial Mathematics	4
BMGT201 Principles of Management.....	3
BMGT305 Logistics Management	3

Semester 4	Credits
BACC300 Management Accounting	4
BECN002 Macroeconomics	3
BMGT301 Organizational Management.....	3
BSTA300 Business Statistics	4
GNED General Education Elective 1	3
Profile Specific Course	3-4

Semester 5	Credits
BSTA450 Quantitative Methods	4
HRMS302 Business Policy 1	3
GNED General Education Elective 2	3
Profile Specific Computer Course	3-4
Profile Specific Economics Course	3-4
Profile Specific Course	3-4

Semester 6	Credits
BACC400 Corporate Finance	4
HRMS402 Business Policy 2	3
HRMS403 Training and Development	3
MKTG405 Strategic Marketing Management.....	4
GNED General Education Elective 3	3
Profile Specific Course	3-4

PROFILE SPECIFIC COURSES FOR SEMESTERS 4, 5 AND 6

Note: Although all Business Administration profiles have university transfer potential, you may choose to replace some profile courses with additional approved Liberal Arts and Sciences courses.

Human Resource Management Profile

BECN301 Labour Economics	3
BMGT204 Salary Compensation	3
BMGT212 Occupational Health and Safety	3
BMGT328 Human Resource Research and HRIS	3
HRMS205 Labour Relations	3

Marketing Administration Profile

BECN301 Labour Economics	3
MKTG300 Advertising	3
MKTG310 Marketing Research	3
MKTG445 Computer Applications in Marketing	3
MKTG470 International Marketing	3

Small Business Management Profile

BISM324 Business Computer Applications	3
BECN305 Money, Banking and Finance	4
MKTG310 Marketing Research	3
MKTG415 Starting A New Business	3
MOPS310 Production and Inventory Management	4

Business Administration

Co-op Profile

(Diploma)

School of Business – Lakeshore Campus

Application Program Code 20091

Lakeshore Campus

Internet: www.humberc.on.ca

Six semesters (two work terms), beginning in September

CO-OPERATIVE EDUCATION

At the Lakeshore Campus, we offer the Business Administration program in a co-operative education mode – six academic semesters and two work semesters where you get a chance to put your skills to work. This approach lets you earn while you learn, you get solid business experience that looks great on your résumé, the chance to develop solid contacts in the business world before you graduate, and the opportunity to try out different jobs before you make a major commitment.

ADDITIONAL CO-OP INFORMATION

Co-op placement normally takes place May through August following semesters 2 and 4. Each of the two co-op work placements lasts for 16 weeks and all co-op students must complete two academic semesters and a work term preparation course prior to placement.

Students will be encouraged to market themselves to prospective employers and, where possible, to initiate their own placements.

Students who do not meet the minimum academic requirements will be transferred to the regular stream of the Business Administration program 02511.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business Administration program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Bishop's University, Lennoxville, Quebec
- Brock University, St. Catharines, Ontario
- Central Michigan University, Mt. Pleasant, Michigan, USA
- Institut Universitaire de Technologie 'B', Université Claude Bernard, Lyon, France
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Nipissing University, North Bay, Ontario
- Northwood University, Midland, Michigan, USA
- Open University, Burnaby, British Columbia
- Queen's University, Kingston, Ontario
- Robert Morris College, Pittsburgh, Pennsylvania, USA

- Royal Roads University, Victoria, British Columbia
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

The co-op element of this program provides students with pre-graduation business contacts and many employers are aware of the particularly high standards required of our Business Administration co-op students. This translates into enhanced career opportunities. Employers include Dow Corning Canada, Xerox Canada Inc., Columbo Dairy Foods, General Mills, Halifax Insurance, Northern Telecom, Petro Canada, Royal Bank, the City of Metropolitan Toronto, Toronto Dominion Bank, and Chubb Security Systems.

CURRICULUM

Semester 1 (23 hours/week)	Credits
BACC100 Financial Accounting 1	4
BISN120 PC Essentials 1	3
BMAT110 Essentials of Business Mathematics	4
BMGT100 Introduction to Business	3
MKTG100 Marketing 1	3
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (21 hours/week)	Credits
BACC200 Financial Accounting 2	4
BMAT210 Financial Mathematics	3
BMGT101 Human Resource Management	3
ISYS130 PC Essentials 2	3
MKTG200 Marketing 2	3
WORK101 Employment Preparation	2
COMM300 Communications 300	3

Work Term 1 – Summer

Semester 3 (18 hours/week)	Credits
BECN001 Microeconomics	3
BLAW100 Business Law	3
BMGT201 Principles of Management	3
BSTA300 Business Statistics	3
Business Elective 1	3
GNED General Education Elective 1	3

Semester 4 (20 hours/week)	Credits
BACC300 Management Accounting	4
BECN002 Macroeconomics	3
BISM327 Business Systems	3
BMGT301 Organizational Management	3
BMGT305 Logistics Management	3
Business Elective 2	3

Work Term 2 – Summer

Semester 5 (19 hours/week)	Credits
BISM324 Business Computer Applications	3
BSTA450 Quantitative Methods	3
HRMS302 Business Policy 1	3
Economics Elective 1	4
Business Elective 3	3
GNED General Education Elective 2	3

Semester 6 (16 hours/week)

	Credits
BACC400 Corporate Finance	4
HRMS402 Business Policy 2	3
HRMS403 Training and Development	3
MKTG405 Strategic Marketing Management	3
GNED General Education Elective 3	3

Business Administration

Regular Profile

(Diploma)

School of Business – Lakeshore Campus

Application Program Code 02511
Lakeshore Campus*

Internet: www.humberc.on.ca

Six semesters, beginning in September and January

* This program is also offered at the North Campus.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business Administration program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Bishop's University, Lennoxville, Quebec
- Brock University, St. Catharines, Ontario
- Central Michigan University, Mt. Pleasant, Michigan, USA
- Institut Universitaire de Technologie 'B', Université Claude Bernard, Lyon, France
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Nipissing University, North Bay, Ontario
- Northwood University, Midland, Michigan, USA
- Open University, Burnaby, British Columbia
- Queen's University, Kingston, Ontario
- Robert Morris College, Pittsburgh, Pennsylvania, USA
- Royal Roads University, Victoria, British Columbia
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Our graduates are recruited by large and small, for-profit and not-for-profit organizations, in the retail, manufacturing, and service sectors. Employers of our graduates include Xerox Canada

Inc., Toronto Dominion Bank, Garrett Manufacturing, Northern Telecom, Petro Canada, the City of Toronto, and Chubb Security Systems.

CURRICULUM

Regular Profile

Semester 1 (20 hours/week)	Credits
BACC100 Financial Accounting 1	4
BISM120 PC Essentials	3
BMAT110 Essentials of Business Mathematics	4
BMGT100 Introduction to Business	3
ISYS120 PC Essentials 1	3
MKTG100 Marketing 1	3
COMM200 Communications 200	3

Semester 2 (22 hours/week)	Credits
BACC200 Financial Accounting 2	4
BMAT210 Financial Mathematics	3
BMGT101 Human Resource Management	3
ISYS130 PC Essentials 2	3
MKTG200 Marketing 2	3
COMM300 Communications 300	3
HUMA024 Humanities	3

Semester 3 (18 hours/week)	Credits
BECN001 Microeconomics	3
BLAW100 Business Law	3
BMGT201 Principles of Management	3
BSTA300 Business Statistics	3
Business Elective 1	3
GNED General Education Elective 1	3

Semester 4 (20 hours/week)	Credits
BACC300 Management Accounting	4
BECN002 Macroeconomics	3
BISM327 Business Systems	3
BMGT301 Organizational Management	3
BMGT305 Logistics Management	3
Business Elective 2	3

Semester 5 (19 hours/week)	Credits
BISM324 Business Computer Applications	3
BSTA450 Quantitative Methods	3
HRMS302 Business Policy 1	3
Economics Elective 1	4
Business Elective 3	3
GNED General Education Elective 2	3

Semester 6 (16 hours/week)	Credits
BACC400 Corporate Finance	4
HRMS402 Business Policy 2	3
HRMS403 Training and Development	3
MKTG405 Strategic Marketing Management	3
GNED General Education Elective 3	3

Business Management (Diploma)

School of Business

Application Program Code 02251

North Campus*

Internet: www.humberc.on.ca

Four semesters, beginning in September, January and May

The Business Management program will give you the knowledge and skills to be successful in business careers, whether you work for a small or large organization, or are self-employed.

*This program is also offered at the Lakeshore Campus.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business Management program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Institut Universitaire de Technologie 'B', Université Claude Bernard, Lyon, France
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario
- University of Lethbridge, Lethbridge, Alberta
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Semester 1	Credits
BISM120 PC Essentials	3
BMAT110 Essentials of Business Mathematics	3
BMGT100 Introduction to Business	3
MKTG100 Marketing 1	3
HUMA024 Humanities	3
COMM200 Communications 200	3

Semester 2	Credits
BACC100 Financial Accounting 1	4
BLAW100 Business Law	3
BMGT101 Human Resource Management	3
BUSN210 Business Issues	3
MKTG200 Marketing 2	4
COMM300 Communications 300	3

Semester 3 (21 hours/week)		Credits
BECN001	Microeconomics	3
BMGT201	Principles of Management	3
BMGT305	Logistics Management	4
GNEC	General Education Elective 1	3
	Business Elective 1	3
	Business Elective 2	3

Semester 4 (19 hours/week)		Credits
BISM324	Business Computer Applications	3
BMGT210	Business Communications	3
BMGT301	Organizational Management	3
MKTG415	Starting a New Business	3
GNEC	General Education Elective 2	3
	Business Elective 3	3

Business Management

Regular Profile

(Diploma)

School of Business – Lakeshore Campus

Application Program Code 02251

Lakeshore Campus*

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

*This program is also offered at the North Campus.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business Management program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Institut Universitaire de Technologie 'B', Université Claude Bernard, Lyon, France
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario
- University of Lethbridge, Lethbridge, Alberta
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates accept job offers in general management, accounting, finance, computer-related environments, sales in industry, areas related to production, distribution and inventory control, and retail sales, and in advertising and marketing.

CURRICULUM

Semester 1 (20 hours/week)		Credits
BACC100	Financial Accounting 1	4
BISM120	PC Essentials	3
BMAT110	Essentials of Business Mathematics	4
BMGT100	Introduction to Business	3
MKTG100	Marketing 1	3
COMM200	Communications 200	3

Semester 2 (18 hours/week)		Credits
BLAW100	Business Law	3
BMGT101	Human Resource Management	3
MKTG200	Marketing 2	3
COMM300	Communications 300	3
HUMA024	Humanities	3

Semester 3 (18 hours/week)		Credits
BECN001	Microeconomics	3
BMGT201	Principles of Management	3
MKTG415	Starting a New Business	3
	Business Elective 1	3
	Business Elective 2	3
GNEC	General Education Elective 1	3

Semester 4 (19 hours/week)		Credits
BISM324	Business Computer Applications	3
BMGT210	Business Communications	3
BMGT301	Organizational Management	3
BMGT305	Logistics Management	4
GNEC	General Education Elective 2	3
	Business Elective 3	3

Business Management – Financial Services (Diploma)

School of Business – Lakeshore Campus

Application Program Code 20061

Lakeshore Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

This program was developed in collaboration with the Institute of Canadian Bankers to prepare graduates for positions in banks and other financial services institutions. The program combines general business courses with specific financial services courses designed to appeal to those who would like to work in a fast-paced, professional business environment. The financial services industry offers a wide variety of exciting career opportunities with varying degrees of client contact.

The college enjoys a close relationship with the Institute of Canadian Bankers, as the Institute offers two \$1,000.00 scholarships to students in the program, hosts a freshman wine-and-cheese reception, and produces a résumé book for students in the program, which it distributes to metro-area member financial institutions as a recruitment tool for students looking for part-time, summer, and full-time employment in the industry. In addition, other scholarships are available, and on-the-job training opportunities are being created to enhance the students' learning experience and career opportunities.

The curriculum in this program includes a number of specialized courses developed by the Institute of Canadian Bankers, including the Investment Funds in Canada course, designed for individuals who wish to be certified to sell mutual funds. Students who successfully complete the entire diploma program are eligible to receive a Financial Services Studies Diploma from the Institute of Canadian Bankers. In addition, graduates who are hired by a financial institution may wish to continue their studies with the Institute. Banking-specific courses taken in the Business Management – Financial Services program may be used as prerequisites for other Institute programs, specifically the Personal Financial Counselling, Planning and Trust programs.

The curriculum also includes courses developed by the Canadian Securities Institute and the Insurance Institute of Canada. Students who successfully complete the Canadian Securities course are eligible to write the Canadian Securities Examination, the qualifying exam for the investment industry. Students who successfully complete the Insurance course are eligible to write the Principles and Practices of Insurance examination and gain course credit with the Insurance Institute of Canada.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Assessment interviews, evidence of prior experience and/or testing.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates are employed in a number of front-line and behind-the-scenes positions in banks and other financial services institutions. Specific roles have included customer service representatives, personal banking representatives and financial services officers. The financial services industry is one of the fastest growing industries and is characterized by highly varied career opportunities combined with a technology-intensive environment and strong customer-service oriented professionals.

CURRICULUM

Semester 1 (19 hours/week)	Credits
BECN110 Economics	3
BISM120 PC Essentials	3
BMAT110 Business Mathematics	4
BMFS101 Relationship Banking 1	3
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (19 hours/week)	Credits
BMAT210 Financial Mathematics	3
BMFS201 Relationship Banking 2	3
BMFS202 Financial Products & Services	3
BMFS303 Accounting – Financial Services	3
COMM300 Communications 300	3
GNED General Education	3

Semester 3 (18 hours/week)	Credits
BMFS203 Introduction to Personal Finance	3
BMFS301 Bank Systems and Practices	3
BMFS302 Introduction to Canadian Financial System	3
BMFS304 Canadian Securities 1	3
MKTG100 Marketing 1	3
GNED General Education	3

Semester 4 (18 hours/week)	Credits
BMFS401 Introduction to Bank Financial Management	3
BMFS402 Consumer Behaviour	3
BMFS403 Integrative Seminar	3
BMFS410 Insurance, An Introduction	3
BMFS411 Investment Funds in Canada	3
BMFS412 Canadian Securities 2	3

Business Management – Flight and Aviation Management

(Diploma)

School of Business

Lakeshore Campus

Internet: www.humberc.on.ca

Six semesters, beginning in July

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

This is the first college program in Canada which combines business management with professional pilot qualifications.

It is a six semester program which will provide a commercial pilots licence with a multi-engine rating and either a Multi Engine IFR rating or a Class IV Instructor rating, together with a two year Business Management diploma tailored to the general aviation sector.

The program is starting its fifth year of operation and has been designed in consultation with the aviation industry it serves.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Acceptable performance on a pre-admission flight assessment;
- Transport Canada Category 1 Aviation Medical Certificate
- Acceptable scores on a pre-admission English and mathematics proficiency test.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Employers are now looking for commercial pilots who have post secondary education in addition to the required licences and ratings. Graduates of this demanding program can expect to find initial employment as flight instructors or charter pilots on single engine or light twin aircraft. Following several years experience, graduates will be qualified to compete for positions with regional or national airlines. The Business Management diploma opens up management opportunities in general aviation businesses including flight schools, charter services, sales and service organizations or fixed base operators.

Employment prospects for the next five years are good, with vacancies being created by retirements in the airlines, and a modest increase in overall aviation activity. Graduates should be prepared to relocate to secure employment, especially early in their careers.

PROGRAM PARTNERS

This program is operated by Humber College in conjunction with the Airline Training Resources (ATR) at the Toronto City Centre Airport.

PROGRAM FACILITIES

You will have access to all the services available to Humber College students, including sports, athletic, and learning resource centres. All classes take place at the Lakeshore Campus and flight training is at the Toronto City Centre Airport. At the airport, students have dedicated space at for flight planning, weather briefing, and briefings with flight instructors. A small computer lab is available for flight planning.

Single engine flight instruction takes place in Katana DA20 and Cessna 172 aircraft and twin training is done in either an Aztec or Partenavia aircraft. Two flight simulators are also used to augment the program.

PROGRAM FEES

This program is not funded by the Ministry of Education and Training. The total cost is approximately \$40,000.00, a separate cost sheet for the program is available upon request.

ADDITIONAL COSTS

In addition, cost for text books and flight kit, medical examinations, flight tests and incidental fees will total approximately \$3,500.00 over the program. Fees are payable to Humber College two weeks prior to the start of each semester. GST is not applicable and fees are income tax creditable.

STUDENT LOANS

Students may be eligible for financial assistance through the Ontario and Canada Student Loans program (OSAP). The maximum possible loan is approximately \$28,000.00 and may be substantially less, depending on individual circumstances.

STUDENT EXPECTATIONS

In order to maintain good standing in this program, students must maintain a 65 per cent average in all academic courses and at least a satisfactory level of performance and progress in the flight instruction and groundschool courses. These requirements are more demanding than the general college requirements. Students who do not continue to meet these program standards will be subject to a review and may be suspended from the program.

For further information on the program call the co-ordinator at (416) 675-6622, ext. 3425.

CURRICULUM

The program consists of a 24 course business management diploma, 8 aviation groundschool courses plus 240 hours of flight instruction over six semesters.

Semester 1	Credits
FAMT102 Computer Applications for Business	3
FAMT104 Introduction to Commercial Aviation	1
TFC.100 Private Flight Training	0
TFC.101 Private Ground School	0

Semester 2	Credits
FAMT204 Introduction to Aviation Management	3
FAMT205 Introductory Business Mathematics	3
FAMT206 Introduction to Accounting (Small Business)	3
TFC.200 Commercial Flight Training 1	0
TFC.201 Advanced Meteorology	2
TFC.202 Advanced Navigation	2
COMM200 Communications 200	3
GNEB General Education Elective 1	3

Semester 3	Credits
FAMT300 Marketing	3
FAMT305 Introduction to Economics (Small Business)	3
FAMT602 Business Law	3
TFC.300 Commercial Flight Training 2	0
TFC.301 Commercial Ground School	0
COMM300 Communications 300	3
GNEB General Education Elective 2	3

Semester 4	Credits
FAMT105 Airframes and Powerplants	2
FAMT400 Interpersonal Skills	3
FAMT401 Occupational Health/CRM/Human Factors	2
FAMT402 Aviation Survival and First Aid	2
TFC.400 Commercial Flight Training 3	0

Semester 5	Credits
FAMT303 Human Resource Management	3
FAMT504 Professional Business Writing	3
FAMT505 Aviation Management 2	3
FAMT506 Management Accounting	3
FAMT507 Introduction to Air Traffic Control	3
FAMT700 Aviation in Canadian Society	3
TFC.500 Advanced Flight Training (Multi)	0
TFC.501 Instrument Ground School	4

Semester 6	Credits
FAMT304 Marketing Sales and Customer Service	3
FAMT503 Career and Personal Development Skills	3
FAMT603 Advanced Management Integration	3
TFC.600* Advanced Flight Training (Instructor)	0
TFC.602 Instructing Techniques	2
TFC.603 Commercial Air Operations	2
TFC.800* Advanced Flight Instructor (Multi IFR)	0

*Options in this semester

Business – Marketing

(Diploma)

School of Business

Application Program Code 02411

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This four semester program introduces you to the dynamic world of business marketing. You will learn how to make product decisions and strategies for distribution, promotion and pricing. By the end of the program, graduates are able to assess the global marketplace and its myriad needs. You will also possess the skills employers value – an ability to work in teams, solve problems, and make creative decisions.

The first year of the Business – Marketing diploma program provides a broad overview of business skills including corporate law, business mathematics and human resource management. In the second year, you will learn the dynamics of marketing in-depth. You will be exposed to advertising, microeconomics and the international marketplace. You can choose from a variety of business electives in the final semester. The curriculum is regularly updated by industry specialists to ensure a fine blend of practical and theoretical knowledge.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Business – Marketing program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- University of Guelph, Guelph, Ontario
- University of Lethbridge, Lethbridge, Alberta
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates from this program have an extremely high placement rate. Upon completion, you will be ready to enter the challenging and fast-paced world of marketing in both retail and wholesale positions. You can embark on administrative marketing careers in a variety of ways including customer service, distribution and management traineeships.

CURRICULUM

Note: 6 courses will be scheduled in each semester by the School of Business

Semester 1 (18 hours/week)

Credits

BISM120	PC Essentials	3
BMAT110	Essentials of Business Mathematics	3
BMGT100	Introduction to Business	3
MKTG100	Marketing 1	3
HUMA024	Humanities	3
COMM200	Communications 200	3

Semester 2 (18 hours/week)

Credits

BACC100	Financial Accounting 1	4
BLAW100	Business Law	3
BMGT101	Human Resource Management	3
BUSN210	Business Issues	3
MKTG200	Marketing 2	4
COMM300	Communications 300	3

Note: Upon completion of semesters 1 and 2, you may elect to continue with the second year of the Business – Marketing program, or, you may transfer into the second year of the Business Administration or Business Management programs.

Semester 3 (18 hours/week)

Credits

BECN001	Microeconomics	3
BMGT201	Principles of Management	3
MKTG305	Consultative Selling 1	3
MKTG310	Marketing Research 1	3
MKTG470	International Marketing	3
GNED	General Education	3

Semester 4 (18 hours/week)

Credits

BMGT301	Organizational Management	3
MKTG205	Retailing 1	3
MKTG400	Marketing Administration	3
GNED	General Education	3
	Marketing Electives 1	3
	Marketing Electives 2	3

Marketing Elective Courses

MKTG300	Advertising 1	3
MKTG316	Logistics	3
MKTG410	Sales Promotion	3
MKTG415	Starting a New Business	3
MKTG416	Small Business Management	3
MKTG420	Advertising 2	3
MKTG435	Consultative Selling 2	3
MKTG455	Sales Management	3

Chef Training

(Certificate)

*Hospitality, Recreation and Tourism Alliance
(HRT Alliance)*

Application Program Code 01921

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

The Chef Training program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

In this program we will prepare you to meet the basic culinary demands of the industry by training you in the practical and theoretical aspects of fine food production within industry guidelines.

Upon graduation you can choose to continue your education by taking the advanced portion of the Cook (Cuisine) Apprentice program (providing you meet the requirements as set out by the Ministry of Education and Training), or to enter into the two year Culinary Management diploma program (providing you meet the requirements).

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Interview with program co-ordinator may be required;
- Grade 12 business and consumers mathematics (general level or above) or grade 12 mathematics (MAT-4G1) or a more senior mathematics credit are highly recommended and may be taken into account for selection purposes.

Note: Applicants with previous industry and/or related educational experience should apply for prior learning assessment exemptions.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

PROPOSED CURRICULUM

Semester 1	Credits
CULN106 Hospitality Calculations/Nutrition	2
CULN811 Food Service/Sanitation/Safety	1
CULN813 Contemporary Baking and Pastry Arts – Theory and Practical	6
CULN814 Culinary Knowledge – Level 1	2
CULN815 Applied Restaurant Production Management	2
CULN819 Contemporary Culinary Skills and Techniques – Level 1	4
LANG130 Communications for Cuisine Apprenticeship – Basic	1
Semester 2	Credits
CULN301 Larder Practical	4
CULN302 Gardemanger Larder Theory	1
CULN407 Culinary Skills Internship (Humber Room)	6
CULN825 Contemporary Culinary Skills and Techniques – Level 2	4
CULN826 Culinary Knowledge – Level 2	2
CULN861 Kitchen Management	2

Chemical Careers

School of Manufacturing Technology and Design

Internet: www.humberc.on.ca

In a society which demands a cleaner environment and quality products, chemical technicians and technologists are becoming more in demand. Much of their work is laboratory product analysis, followed by either written or oral presentation of findings. Labs are generally modern, well-equipped and air conditioned.

Many jobs are in industries related to petrochemicals: paints and coatings, foods, beverages, pharmaceuticals and the environment. Consulting laboratories and government agencies are important employers. A graduate may work as a technician or technologist, or eventually at the supervisory level in areas such as chemical or microbiological quality assurance/quality control, research and development, technical sales/service, chemical processing and safety.

Chemical (Laboratory) Technician (Diploma)

School of Manufacturing Technology and Design

Application Program Code 03411

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

In this program you will learn how to analyze materials and products, synthesize basic organic compounds and prepare solutions, assemble and operate laboratory equipment, conduct routine tests, prepare graphs and report results in a wide variety of research and testing functions of chemistry and microbiology.

You may be required to place deposits on manuals and other items supplied by the College.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit;
- Minimum of one senior science (general level or above);
- Functional knowledge/skills of computer systems and software applications is recommended.

Note: We strongly recommend that students take chemistry and/or physics as their senior science, although other sciences and technological sciences (i.e. environmental science) are acceptable.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Chemical Engineering Technology diploma program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Chemical (Laboratory) Technician program may be eligible to apply their academic credits towards further study at the following university and/or association:

- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

You may be employed in industries such as: petroleum, food and beverages, steel, pharmaceutical, distillery and brewery, protective coatings, or environmental. Governmental agencies such as the National Research Council, Ontario Hydro, Ministry of the Environment also employ chemical laboratory technicians. Typical job functions include analysis of raw materials and final product, quality assurance, research and development, technical sales and service, and production or process control. As an alternative, you may continue into the third year of our Chemical Engineering Technology program, provided you meet the required standard.

CURRICULUM

Semester 1 (19 hours/week)	Credits
CHEM101 Chemistry 1	5
CHEM103 Computer Applications	3
CHEM104 Chemical Calculations	4
TMAT109 Mathematics 1	4
COMM200 Communications 200	3

Semester 2 (23 hours/week)	Credits
CHEM203 Organic Chemistry 1	3
CHEM204 Organic Chemistry 1 Lab	3
CHEM205 Chemistry 2	4
CHEM206 Introductory Microbiology	4
CHEM208 Electrochemistry	3
COMM300 Communications 300	3
HUMA024 Humanities	3

Semester 3 (23 hours/week)	Credits
CHEM301 Organic Chemistry 2	3
CHEM302 Organic Chemistry 2 Lab	4
CHEM303 Analytical Chemistry 1	4
CHEM304 Analytical Chemistry 1 Lab	5
CHEM305 Methods of Microbiology	4
GNEC General Education	3

Semester 4 (23 hours/week)	Credits
CHEM401 Physical Chemistry	4
CHEM402 Lab Instrumentation	4
CHEM403 Lab Instrumentation Applications	4
CHEM407 Food and Pharmaceutical Microbiology	4
CHEM409 Statistical Process Control	4
GNEC General Education	3

Note: When a subject is divided into lecture and laboratory, the lecture must be taken before or simultaneously with the laboratory.

Child and Youth Worker (Diploma)

School of Social and Community Services

Application Program Code 01041

Lakeshore Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September and January

This program will prepare emotionally mature men and women to work with disturbed children, adolescents (4 to 18 years old) and their families in settings such as the Children's Aid Society, open custody group homes for young offenders, residential and day treatment programs in children's mental health centres, special education classrooms, and psychiatric hospitals.

You will work with teachers, social workers, psychologists, or psychiatrists as part of a clinical team. Your job description might include implementing the treatment plan developed by the team as you work with children or adolescents who are withdrawn, depressed, violent, manipulative, seductive, have been involved with the law, have learning difficulties or family conflicts.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Written documentation from employers of at least 80 hours of paid or volunteer work with children or adolescents in a treatment agency, co-op program, school, day-care, summer camp, coaching sports teams, or in a group home. Babysitting experience is not eligible. This must be completed before attendance at the orientation sessions which will begin in March;
- Completion of a recognized first aid course, standard;
- Attendance at an orientation session which may include a group interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

The School of Social and Community Services may take into account, for selection purposes, secondary school grades in English and/or family studies. Preference may be given to candidates with more than 80 work hours. Candidates may be required to pass an English assessment test/questionnaire/interview. Applicants with a formally identified learning disability which may impact on the admissions process and who wish to have this considered in the admissions process should identify themselves to the Lakeshore Campus Special Needs office with a letter and supporting documentation.

The college reserves the right to deny admission to this program based on an unpardoned criminal record. In addition, employers who provide our field placement settings often require a police record check for criminal offences before accepting a student into a field placement. This may restrict the opportunities of field placements and impede students from completing the full program and/or securing employment.

A medical certificate of health (to ensure freedom from communicable diseases) will be required and anyone accepted into this program should obtain a hepatitis B vaccine before the field placement.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Child and Youth Worker program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- Nipissing University, North Bay, Ontario
- Queen's University, Kingston, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- University of Ottawa, Ottawa, Ontario
- University of Victoria, Victoria, British Columbia
- University of Waterloo, Waterloo, Ontario
- University of Western Ontario, London, Ontario
- University of Windsor, Windsor, Ontario
- Wilfrid Laurier University, Waterloo, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Most entry-level positions involve shift work in residential programs, sometimes on a part-time or contract basis. Other positions involve work in day treatment programs, behavioural classrooms or work with families.

There will continue to be a steady demand for child and youth workers. Several years of direct service work after graduation are usually required before moving into more specialized or supervisory positions. For higher level administrative, management, and clinical positions, further education will be required.

ADDITIONAL COSTS

Texts and supplies: \$300 per year; Crisis intervention training: \$15. There will be additional charges for police record checks requested by placement agencies. Cost varies from \$25 to \$45 for each check.

CHILD AND YOUTH WORKER CURRICULUM

Semester 1 (22 hours/week)	Credits
CYW.100 Human Growth and Development 1	3
CYW.101 Introduction to Psychology	4
CYW.102 Therapeutic Activity Programming 1	2
CYW.103 Community Resources and Legislation	2
CYW.104 Introduction to Professional Skills	3
COMM200 Communications 200	3
HUMA024 Humanities	3
GNED General Education	3
Semester 2 (25 hours/week)	Credits
CYW.200 Human Growth and Development 2	3
CYW.202 Therapeutic Activity Programming 2	2
CYW.204 Integrative Seminar 1	2
CYW.205 Field Work 1	12
COMM300 Communications 300	3
GNED General Education	3
Semester 3 and 4 (45 hours/week)	Credits
CYW.306 Assessment and Recording	2
CYW.308 Child and Youth Work Methodology	5
CYW.309 Interviewing and Counselling	4
CYW.310 Integrative Seminar 2	2
CYW.311 Clinical Practicum 1	6
CYW.312 Clinical Practicum 2	6
CYW.313 Personal Development 1	4
CYW.314 Personal Development 2	4
CYW.315 Organizational Skills 1	3
CYW.316 Abnormal Psychology 1	3
CYW.403 Psychology of the Family	3
CYW.406 The Abused Person	2
Semester 5 and 6 (44 hours/week)	Credits
CYW.500 Family Intervention	3
CYW.503 Human Sexuality	3
CYW.506 Issues in Child and Youth Work	2
CYW.507 Group Dynamics	4
CYW.508 Treatment Philosophies	4
CYW.509 Integrative Seminar 3	2
CYW.510 Clinical Practicum 3	6
CYW.511 Clinical Practicum 4	6
CYW.512 Personal Development 3	4
CYW.513 Personal Development 4	4
CYW.514 Organizational Skills 2	3
CYW.515 Abnormal Psychology 2	3

CHILD AND YOUTH WORKER CURRICULUM**Semester 1 (22 hours/week) Credits**

CYW.100	Human Growth and Development 1	3
CYW.101	Introduction to Psychology	4
CYW.102	Therapeutic Activity Programming 1	2
CYW.103	Community Resources and Legislation	2
CYW.104	Introduction to Professional Skills	3
COMM200	Communications 200	3
HUMA024	Humanities	3
GNED	General Education	3

Semester 2 (25 hours/week) Credits

CYW.200	Human Growth and Development 2	3
CYW.202	Therapeutic Activity Programming 2	2
CYW.204	Integrative Seminar 1	2
CYW.205	Field Work 1	12
COMM300	Communications 300	3
GNED	General Education	3

Semester 3 and 4 (45 hours/week) Credits

CYW.306	Assessment and Recording	2
CYW.308	Child and Youth Work Methodology	5
CYW.309	Interviewing and Counselling	4
CYW.310	Integrative Seminar 2	2
CYW.311	Clinical Practicum 1	6
CYW.312	Clinical Practicum 2	6
CYW.313	Personal Development 1	4
CYW.314	Personal Development 2	4
CYW.315	Organizational Skills 1	3
CYW.316	Abnormal Psychology 1	3
CYW.403	Psychology of the Family	3
CYW.406	The Abused Person	2

Semester 5 and 6 (44 hours/week) Credits

CYW.500	Family Intervention	3
CYW.503	Human Sexuality	3
CYW.506	Issues in Child and Youth Work	2
CYW.507	Group Dynamics	4
CYW.508	Treatment Philosophies	4
CYW.509	Integrative Seminar 3	2
CYW.510	Clinical Practicum 3	6
CYW.511	Clinical Practicum 4	6
CYW.512	Personal Development 3	4
CYW.513	Personal Development 4	4
CYW.514	Organizational Skills 2	3
CYW.515	Abnormal Psychology 2	3

Civil Engineering Technician/Technology

(Diploma)

School for the Built Environment

Application Program Code 03361

North Campus

Internet: www.humberc.on.ca

Four semesters for the technician program, or six semesters for the technology program, beginning in September

Civil Engineering is about the design and construction of buildings, bridges, dams and highways. In this program you will learn how to use electronic surveying and global positioning equipment to produce subdivision, highway and site plans and computer-aided-drafting and design (CADD) software to draw and design buildings, bridges and highways.

You will also learn how beams, trusses and columns are designed, to perform laboratory tests on soil, concrete and other materials to determine their suitability for construction purposes and to produce graphics for the construction of bridges, buildings and dams. You will learn how water purification and treatment plants are designed, and how to plan and survey the layout of roads and highways.

All civil students begin as civil engineering technician students. You will graduate as a Civil Engineering Technician after completing two years of study. Qualified students may elect to complete a third year to graduate in Civil Engineering Technology.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Civil Engineering Technology program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Charles Sturt University, Wagga Wagga, Australia
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

As a technologist, you might work in an engineering office helping to produce construction documents, or with a contracting firm helping to control the construction of the building. You might work with a contracting firm in quality control, quantity surveying, project inspection or job co-ordination, or with a

consulting engineering firm testing soils and foundations or become a sales representative for a construction equipment manufacturer. You could become a building inspector, CAD operator, or a drafts person for a municipal engineering department.

CURRICULUM

Semester 1 (22 hours/week)		Credits
CIVL101	Surveying 1	6
CIVL102	Civil CADD 1	3
CIVL103	Engineering Drafting/Sketching	3
CNST101	Computer Applications 1	3
TMAT102	Mathematics 1	4
COMM200	Communications 200	3
Semester 2 (24 hours/week)		Credits
CIVL201	Surveying 2	6
CIVL202	Civil CADD 2	3
CIVL203	Statics	3
CIVL204	Structural Steel Drafting	3
TMAT206	Mathematics 2	3
COMM300	Communications 300	3
HUMA024	Humanities	3
Semester 3 (25 hours/week)		Credits
CIVL302	Reinforced Concrete Detailing	3
CIVL311	Methods of Construction	3
CIVL312	Matrix Algebra and Statistics	3
CIVL313	Material Testing	4
CIVL314	Surveying 3	5
CIVL315	Strength of Materials 1	4
GNED	General Education	3
Semester 4 (22 hours/week)		Credits
CIVL409	Strength of Materials 2	4
CIVL413	Traffic Engineering	3
CIVL414	Fluid Mechanics	4
CIVL415	Soil Mechanics	4
CNST451	Estimating 1	4
GNED	General Education	3
Semester 5 (26 hours/week)		Credits
CIVL508	Structural Analysis	5
CIVL514	Geotechnology	5
CIVL515	Municipal Services	5
CIVL516	GIS 1	3
CIVL518	Project Preparation	2
CIVL609	Timber Design	3
CNST551	Specifications and Construction Administration	4
Semester 6 (24 hours/week)		Credits
CIVL605	Technical Project	2
CIVL610	Structural Steel Design	4
CIVL613	Reinforced Concrete Design	4
CIVL615	Highway Technology	5
CIVL616	Water Quality Management	5
ENVI502	Environmental Clean Up	4

Civil Engineering Technology

Environmental Profile (Diploma)

School for the Built Environment

Application Program Code 0335E

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Environmental technologists work with private industry and government agencies to implement measures that protect the environment from pollution. They might assist environmental engineers or work independently for industry or local government. Duties might include collecting and testing water and air samples, tracking environmental hot spots through computer information systems, or assessing the impact new technologies have on the environment. Humber College's facilities include well-equipped laboratories and the latest in computer equipment. Career prospects in this field are expanding, especially in the private sector. A Civil Engineering Technology Environmental Profile diploma is awarded after three years.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Civil Engineering Technology - Environmental Profile program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Carleton University, Ottawa, Ontario
- Charles Sturt University, Wagga Wagga, Australia
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- St. Mary's University, Halifax, Nova Scotia
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Semester 1 (19 hours/week)	Credits
CIVL121 General Surveying	6
CNST101 Computer Applications	3
ENVI101 Ecology	3
TMAT102 Mathematics 1	4
COMM200 Communications 200	3

Semester 2 (23 hours/week)	Credits
CIVL102 Civil CADD 1	3
EMAN520 Energy Alternatives	2
ENVI206 Statistics and Data Handling	4
ENVI207 Chemistry 1	5
TMAT206 Mathematics 2	3
COMM300 Communications 300	3
GNED General Education	3

Semester 3 (18 hours/week)	Credits
CIVL151 Introduction to GIS (Geographic Information Systems)	5
CNST401 Work Preparation	2
ENVI203 Environmental Sampling Techniques	4
ENVI304 Chemistry 2	2
ENVI305 Industrial Hygiene	2
GNED General Education	3

Semester 4 (24 hours/week)	Credits
CIVL421 Geographic Information Systems	5
ENVI302 Organic Chemistry	3
ENVI403 Environmental Sampling 2	4
ENVI405 Hazardous Materials and Safety	3
ENVI412 Geoscience	5
ENVI502 Environmental Clean Up	4

Semester 5 (24 hours/week)	Credits
ENVI411 Environmental Chemistry	3
ENVI506 Environmental Audit	4
ENVI507 Advanced Information Systems	4
ENVI508 Project Preparation	2
ENVI509 Laboratory Techniques	3
ENVI521 Air Quality Management	4
ENVI603 Environmental Legislation and Assessment	4

Semester 6 (23 hours/week)	Credits
CIVL616 Water Quality Management	5
CIVL621 Solid Waste Management	4
ENVI505 Marine Studies	4
ENVI605 Energy Management	4
ENVI607 Technical Project	3
GNED General Education	3

Computer Engineering Technology

(Diploma)

School of Information Technology, Accounting and Electronics

Application Program Code 03501

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

The Computer Engineering Technology program will give you the hardware and software skills you need to become a programmer. You will acquire competence in computer programming, a knowledge of basic electronics and an understanding of the software and hardware that run different computer systems.

In your first year, you will develop programming and hardware skills with such courses as C programming, basic electronics, switching and interface circuits and Assembly programming. Electronic mail and Internet access are used throughout the curriculum.

The second year concentrates on building software skills with C++, and other computer languages. You will work with electronic circuits and different types of peripherals and operating systems. The concepts of virtual instrumentation and visual programming are introduced in the course Real Time.

The third year concentrates on integrating your new skills. You will implement a multi-user distributed database for a manufacturing environment, examine the inner workings of networks and compare and write programs in C++ for the Windows, Macintosh and X-Windows environment.

You may have to purchase electronics components kits and recommended equipment at the College.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit;
- One senior science (general level or above) is recommended;
- Successful placement in or exemption from Mathematics 1 which is determined by a math assessment test.

Note: Secondary school physics is recommended although other sciences are acceptable. Strong marks in mathematics and/or English composition/essay may also be taken as indicating future student success.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Computer Engineering Technology program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Brock University, St. Catharines, Ontario
- Carleton University, Ottawa, Ontario
- Lakehead University, Thunder Bay, Ontario

- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Western Ontario, London, Ontario
- University of Western Sydney Nepean, Sydney, Australia
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of Computer Engineering find jobs in technical programming systems support, network administration, technical support and product maintenance. They might work for developers, vendors or purchasers of computer products. Graduates report that the skills learned at Humber serve them in creating varied and interesting career paths. More information on this program is available in digital form.

CURRICULUM

Note: The curriculum for this program is continually modified to keep pace with current trends. Students should consult the program handbook published each September for exact curriculum.

Semester 1 (19 hours/week)	Credits
CENG103 Fundamentals of Digital and Analog Electronics	4
CENG104 Programming with UNIX	4
CENG204 Computer Engineering Foundations	4
TMAT104 Math 1	4
COMM200 Communications 200	3

Semester 2 (19 hours/week)	Credits
CENG203 Switching and Interface Circuits	4
CENG205 Intermediate C Programming	4
CENG307 PC Assembly Language Programming	4
TMAT203 Math 2	4
COMM300 Communications 300	3

Semester 3 (22 hours/week)	Credits
CENG302 Systems Analysis	3
CENG306 Digital and Interconnecting Systems	4
CENG309 Telecommunication Systems	4
CENG408 PC Operating Systems	4
CENG410 Programming Techniques in C/C++	4
HUMA024 Humanities	3

Semester 4 (22 hours/week)	Credits
CALC103 Introduction to Calculus	3
CENG403 Real Time Systems	4
CENG404 Software Project	4
CENG409 Computer Peripherals	4
CENG508 The Unix Operating System	4
GNED General Education 1	3

Semester 5 (19 hours/week)	Credits
CENG501 Computers in Manufacturing	4
CENG503 Algorithms and Data Structures	4
CENG504 Programming Languages	4
CENG509 Data Communications	4
GNED General Education 2	3

Semester 6 (20 hours/week)	Credits
CENG604 Computer Systems Project	4
CENG606 Computer Systems Architecture	4
CENG608 Graphic User Interface Programming	4
CENG609 Networking Technology	4
CENG610 Computer Systems Administration	4

Computer Information Systems

(Diploma)

School of Information Technology, Accounting and Electronics

Application Program Code

Systems and Programming Profile 02345

Telecommunication Profile 02343

Help Desk Profile 02344

North Campus

Internet: www.humberc.on.ca

Six semesters (Co-op format is six semesters, plus two work terms), beginning in September and January

PROFILES

All students start in the Systems and Programming profile. Those wishing to move into the other profiles do so in the second semester for Help Desk profile, or third semester for the Telecommunication profile, providing they meet the requirements. Except for one course, all three profiles have semesters 1 and 2 in common.

CO-OP FORMAT

Students who maintain a 70 per cent average may qualify for the co-op format which begins at the end of Semester 4. Co-op work terms are scheduled between Semesters 4 and 5, and 5 and 6.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (Math MTT-4G is recommended);
- Applicants may be required to attend an assessment interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

Students will be required to own or have guaranteed access to an Internet enabled personal computer in their home or place of residence.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Computer Information Systems program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- Carleton University, Ottawa, Ontario
- Charles Sturt University, Wagga Wagga, Australia
- Laurentian University, Sudbury, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- University of Western Sydney Nepean, Sydney, Australia
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Note: The curriculum for this program is continually modified to reflect current trends. Students should consult the program handbook, published each September, for the exact curriculum.

Semester 1 (18 hours/week)	Credits
ISYS103 Information Systems Concepts	3
ISYS124 MS Word for Windows (OLC)	1
ISYS116 Fundamentals of Programming	4
ISYS248 Microcomputer Operating Systems	3
TMAT104 Technology Mathematics 1	4
COMM200 Communications 200	3

Semester 2 (19 hours/week)	Credits
ISYS117 Micro Technology	3
ISYS290* Intermediate C	4
ISYS234 Spreadsheets	3
ACCT113 Business Accounting 1	3
ISYS050** Comparative Word Processing	4
COMM300 Communications 300	3
HUMA024 Humanities	3

*Systems and Programming Profile

**Help Desk Profile

Systems and Programming Profile

To meet the increased technical demands and use of computers in business and the corresponding need for skilled graduates in this profession, Humber College offers a three year Computer Information Systems program.

The program teaches programming languages, databases, and operating systems to ensure our graduates are comfortable in many computing environments.

Graduates of this program enter the demanding and dynamic field of information systems for careers in programming, systems analysis and design, computer operations or technical support. They understand the business environment and have basic data telecommunications and other computer related skills which, with added experience, may lead them into information system management.

CURRICULUM

Semester 3 (23 hours/week)	Credits
ACCT266 Business Accounting 2	3
BSTA300 Business Statistics	4
BSTA302 Business Administration for IT	4
ISYS210 Introduction to Systems Analysis	4
ISYS231 PC Database	4
ISYS291 Advanced C and C++	4

Semester 4 (22 hours/week)	Credits
ISYS118 COBOL Programming	4
ISYS238 Telecommunication Concepts	4
ISYS287 Presentation Skills and Desktop Publishing	3
ISYS305 Systems and Project Management	4
ISYS*** IT Elective 1	4
GNED General Education 1	3

Semester 5 (22 hours/week)	Credits
ISYS268 MultiUser Operating Systems	3
ISYS275 Relational Database	3
ISYS289 Event Driven Programming	4
ISYS301 IT Career Planning	1
ISYS303 Requirements Analysis and Process Modelling	4
ISYS307 Design and Management of Systems	4
GNED General Education 2	3

Semester 6 (24 hours/week)	Credits
ISYS207 Local Area Networks	4
ISYS288 Workflow Technology	4
ISYS295 Object Oriented Design and Programming	6
ISYS296 Client Server Systems	4
ISYS*** IT Elective 2	3
ISYS*** IT Elective 3	3

Telecommunication Profile

This is a specialty profile of the Computer Information Systems (CIS) program. This profile is intended to give students greater knowledge of telecommunications while placing less emphasis on information systems management skills. Students can choose this option at the end of the first year.

Graduates of this profile will have sufficient exposure to telecommunication to assume telecommunications support work in addition to their information systems role. They will be well positioned to continue learning in the field of modern telecommunications technologies if they wish to move into a full-time telecommunications position.

CURRICULUM

Note: The curriculum for this program is continually modified to reflect current trends. Students should consult the program handbook, published each September, for the exact curriculum.

Semester 3 (24 hours/week)	Credits
ACCT266 Business Accounting 2	4
ISYS210 Introduction to Systems Analysis	4
ISYS231 PC Database	4
ISYS238 Telecommunication Concepts	4
ISYS291 Advanced C and C++	4
ISYS302 Business Administration for IT	4

Semester 4 (22 hours/week)	Credits
BSTA300 Business Statistics	4
ISYS118 COBOL Programming	4
ISYS207 Local Area Networks	4
ISYS275 Relational Database	3
ISYS307 Design and Management of Systems	4
TADM110 Transmission/Switching Systems	3

Semester 5 (21 hours/week)	Credits
ISYS250 Digital Telephony	3
ISYS268 MultiUser Operating Systems	3
ISYS272 Network Management	3
ISYS289 Event Driven Programming	4
ISYS301 IT Career Planning	1
ISYS303 Requirements Analysis and Process Modelling	4
GNED General Education 1	3

Semester 6 (24 hours/week)	Credits
CENG704 Introduction to Unix	4
CNET704 NetWare	4
ISYS295 Object Oriented Design and Programming	6
ISYS296 Client Server Systems	4
TADM120 Voice/Data Services	3
GNED General Education 2	3

Help Desk Profile

This profile is designed for those students who are more interested in end-user support of computer systems rather than the development of business systems. This is a high level profile in which students will be required to attain certain industry certifications in order to graduate. Students will be required to maintain a 70 per cent average to remain in the profile.

CURRICULUM

Note: The curriculum for this program is continually modified to reflect current trends. Students should consult the program handbook, published each September, for the exact curriculum.

Semester 3 (22 hours/week)	Credits
ISYS051 Support Techniques and Analysis	3
ISYS060 Interpersonal Skills	3
ISYS231 PC Database	4
ISYS238 Telecommunications Concepts	4
ISYS288 Workflow Technology	4
ISYS302 Business Administration for IT	4

Semester 4 (22 hours/week)	Credits
ISYS052 Electronic Communication Support	3
ISYS053 Technology and Software Architecture	3
ISYS054 Advanced PC Operating Systems (Prep 1)	3
ISYS061 Customer Service	3
ISYS207 Local Area Networks	4
COMM303 Technical Writing	3
GNED General Education 1	3

Semester 5 (23 hours/week)	Credits
ISYS055 Certification Prep 2	4
ISYS057 Help Desk Placement 1	6
ISYS210 Introduction to Systems Analysis	4
ISYS268 MultiUser Operating Systems	3
ISYS287 Presentation Skills and DTP	3
ISYS*** IT Elective 1	3

Semester 6 (20 hours/week)	Credits
ISYS056 Certification Prep 3	4
ISYS058 Help Desk Placement 2	6
ISYS059 Managing the Help Desk	3
ISYS301 IT Career Planning	1
ISYS*** IT Elective 2	3
GNED General Education 2	3

Computer Programmer (Diploma)

*School of Information Technology,
Accounting and Electronics*

Application Program Code 02361

North Campus

Internet: www.humberc.on.ca

Four semesters (Co-op profile is four semesters, plus two co-op work terms), beginning in September and January, with no summer break

For four semesters, you will study computer programming, systems analysis and other aspects of information systems. The program is structured so students can complete the regular profile at the end of four semesters, without a summer break. Due to the demanding nature of this program, a strong commitment is required.

This program is also offered in a co-op format which allows you to combine your studies with on-the-job experience. The two co-op work semesters are positioned between Semesters 2 and 3, and between Semesters 3 and 4, thus extending the program to six semesters, or two calendar years. During these work semesters, you will acquire real-world experience from your placement in information systems/data processing businesses. Work terms also give insight into computer-related career paths. Work terms are treated as academic credits with an assignment component. You must maintain an overall average of 70 per cent or higher to qualify for the co-op work terms, with no failures.

Note: Computer Information Systems and Computer Programmer have a common first semester which enables the student to make program changes at the end of Semester 1.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status (plus two years business, and/or university experience for the co-op option);
- Transcript/résumé;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above) (Math MTT-4G is recommended);
- Applicant may be required to attend at an assessment/interview.

Note: The co-op format is available only to applicants with two or more years of business experience and/or two or more years of university education. Applicants not meeting these requirements who wish admission to a co-op program in this field must apply to the three year Computer Information Systems program, which provides a co-op format. Students transfer into the co-op format at the end of the first semester, only with the permission of the program co-ordinator.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Computer Programmer Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

ADDITIONAL REQUIREMENTS

Students will be required to own or have guaranteed access to an Internet enabled personal computer in their home or place of residence.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Computer Programming program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Charles Sturt University, Wagga Wagga, Australia
- Laurentian University, Sudbury, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- University of Western Ontario, London, Ontario
- University of Western Sydney Nepean, Sydney, Australia

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

The program produces a graduate who enters the business community as a valuable member of an information-systems team, generally at the junior or maintenance programmer level. Opportunities for advancement in this field are excellent, particularly if additional courses are taken to maintain an edge in this exciting and changing field.

CURRICULUM

Note: The curriculum for this program is continually modified to reflect current trends. Students should consult the current program outline, published each September, for the exact curriculum.

Semester 1 (20 hours/week)	Credits
ACCT113 Business Accounting 1	3
ISYS103 Information Systems Concepts	3
ISYS116 Fundamentals of Programming	4
ISYS124 MS Word for Windows (OLC)	1
ISYS248 Microcomputer Operating Systems	3
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (21 hours/week)	Credits
ISYS117 Microcomputer Technology	3
ISYS118 COBOL Programming	4
ISYS210 Introduction to Systems Analysis	4
ISYS234 Spreadsheets	3
ISYS290 Intermediate C	4
COMM300 Communications 300	3

Semester 3 (23 hours/week)	Credits
ISYS231 PC Database	4
ISYS275 Relational Database	3
ISYS291 Advanced C and C++	4
ISYS303 Requirements Analysis and Process Modelling	4
TMAT104 Technical Math 1	4

Semester 4 (23 hours/week)	Credits
ISYS268 MultiUser Operating Systems	3
ISYS295 Object Oriented Design and Programming	6
ISYS296 Client Server Systems	4
ISYS*** Programming Elective	4
GNE1 General Education 1	3
GNE2 General Education 2	3

Creative Photography

(Diploma)

School of Media Studies

Application Program Code 04801

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The two year program teaches professional photographic technology, creative techniques, practical skills, applied photography training and digital imaging skills.

You will study lighting, studio and darkroom techniques, and theory for black and white, and colour photography. You will learn portrait, wedding, architectural and industrial photography. Your courses will include commercial, fashion and digital imaging.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an interview and information session to present a portfolio and a completed questionnaire. (alternative available for out of province applicants);
- A portfolio which should include a minimum of 10 B&W, colour photographs, and /or slides;
- Some basic darkroom experience, B&W film processing and printing experience;
- Recommended courses: English, art, photography, business and basic computer skills, all at the general level or higher.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Photography – Advanced post graduate certificate program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Creative Photography program may be eligible to apply their academic credits towards further study at the following university:

- Ryerson Polytechnic University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates work in studios, corporations and institutions, and in industry. Many students set up their own freelance businesses.

ADDITIONAL COSTS

You will need a 2 1/4 camera and a 4" x 5" camera with lenses, tripod, flashmeter, and darkroom equipment. The cameras and tripods can be rented in first and second years. Other supplies and equipment, as required. For detailed information regarding costs, call the Creative Photography department at (416) 675-6622, ext. 4111.

CURRICULUM

Semester 1 (22 hours/week)	Credits
FOTO101 Photo Design	2
FOTO102 Lighting 1	3
FOTO104 Darkroom Technique 1	3
FOTO105 Theory 1	2
FOTO112 Large Format Technique	3
FOTO115 Basic Photography	4
FOTO116 Digital Imaging 1	2
COMM200 Communications 200	3

Semester 2 (23 hours/week)	Credits
FOTO202 Lighting 2	3
FOTO204 Darkroom Technique 2	3
FOTO205 Theory 2	2
FOTO211 Studio	3
FOTO215 Portrait 1	3
FOTO216 Digital Imaging 2	3
COMM300 Communications 300	3
HUMA024 Humanities	3

Semester 3 (22 hours/week)	Credits
FOTO304 Darkroom Technique 3	2
FOTO306 Colour Process 1	3
FOTO311 Commercial Studio	3
FOTO315 Portrait 2	3
FOTO316 Digital Imaging 3	3
FOTO317 Theory 3	3
FOTO319 Entrepreneurship 1	2
GNED General Education	3

Semester 4 (25 hours/week)	Credits
FOTO402 Professional Studies	3
FOTO413 Industrial Photography	3
FOTO414 Commercial Studio 2	3
FOTO415 Portrait 3	3
FOTO416 Digital Imaging 4	4
FOTO418 Field Placement	4
FOTO419 Entrepreneurship 2	2
GNED General Education	3

Culinary Management (Diploma)

*Hospitality, Recreation and Tourism Alliance
(HRT Alliance)*

Application Program Code 01911

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September
(Please enquire about modified scheduling)

The Culinary Management program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

The Culinary Management program prepares students to become managing chefs or kitchen/production managers.

Through classroom learning, 'hands on' work in culinary labs and industry traineeships, you will develop skills you can use in culinary arts, interpersonal communications and kitchen management.

This program includes three, eight week placements in the kitchens of restaurants, hotels, and institutional/catering operations. You must complete the classroom and traineeship components to graduate. Graduates of this program qualify for admission to the Hospitality Management program, with exemptions granted for some courses.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 business and consumers mathematics (general level or above) or grade 12 mathematics (MAT-4G1) or a more senior mathematics credit are highly recommended and may be taken into account for selection purposes.
- Interview with program co-ordinator may be required;

Note: Applicants with previous industry and/or related educational experience should apply for prior learning assessment exemptions.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL INFORMATION

- Computer/keyboarding skills are bonus skills;
- Credit in secondary school food service courses would be excellent preparation;
- A secondary school accounting course would be beneficial. Exemption credit is available if you have credit in an OAC accounting course;
- Extra preparation in English courses (Grade 12 advanced or OAC) will be beneficial when writing the English placement test and you may earn a Communications exemption.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Culinary Management program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Motherwell College, Motherwell, Scotland

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

There is a great demand for well-trained, creative managing chefs, knowledgeable in the preparation of fine French, contemporary, and Canadian cuisines and proficient in nutrition, product management, menu planning, purchasing, costing, and in the supervision of kitchen staff. Positions are available in hotels, restaurants, resorts, and related fields.

REQUIREMENTS FOR PROFESSIONAL RECOGNITION

- Upon completion of four semesters (two academic years) of the Culinary Management diploma program, you will have qualified for the in-college portion of the Ontario Provincial Apprenticeship program for cooks.
- Upon successful completion of the Culinary Management diploma program you may receive a credit of 3,000 industry hours. This credit is applicable to the 6,000 hours, you will need to qualify to write the Certificate of Qualification examinations set by the Ontario Ministry of Manpower for certification of Journeyman Cooks.

CURRICULUM

Semester 1	Credits
CULN811 Food Service/Sanitation Safety	1
CULN812 Contemporary Culinary Skills and Techniques - Level 1	6
CULN813 Contemporary Baking and Pastry Arts - Theory and Practical	6
CULN814 Culinary Knowledge - Level 1	2
CULN815 Applied Restaurant Production Management	2
CULN817 Evolution of Food	1
HRT.102 Learning for Independence	2
COMM200 Communications 200	3
HUMA024 Humanities	3
MATH904 Mathematics (if required)	
Semester 2	Credits
CULN825 Contemporary Culinary Skills and Techniques - Level 2	4
CULN826 Culinary Knowledge - Level 2	2
CULN827 Industry Traineeship 1 - Hotel Kitchen Operations	6
CULN828 Profit Concepts	2
CULN842 Nutritional Cuisine	3
GNED General Education	3
Semester 3	Credits
CLC.200 Applied Catering Event Management	3
CULN832 Menu Planning and Design	2
CULN834 Catering and Banquet Cuisine Applications	4
CULN836 Contemporary Fish and Seafood Cooking	2
CULN837 Industry Traineeship 2 - Restaurant/Kitchen Operations	6
CULN849 Graduate Seminar Series	1
GNED General Education	3
Semester 4	Credits
CULN845 Patisserie Production Management	5
CULN846 The Chef's Table	2
CULN854 Emerging Trends in Canadian Cuisine	2
CULN857 Industry Traineeship - Catering/Catering Learning Centre	6
CULN858 Practical Culinary Skills Proficiency Course	2
HOTL135 Planning for Profit	3
COMM309 Communications Project for Hospitality	3

Developmental Services Worker

(Diploma)

School of Social and Community Services

Application Program Code 01101

Lakeshore Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The Developmental Services Worker (DSW) diploma program will prepare you for a career in empowering people with developmental disabilities, and their families.

You will acquire basic knowledge, skills and experience in three broad areas namely social services, education and health. You will learn how to provide support which facilitates growth and empowerment, the development of skills of everyday life and the development and maintenance of health and well being. You will also learn how to promote the development of inclusive communities and to display competent, responsible and professional behaviour and attitudes.

Students entering this program require emotional maturity, good communication skills and a strong desire to use creative problem-solving and good leadership qualities to make a positive difference in the lives of people with developmental disabilities.

As a graduate of the DSW program you will work with people of different linguistic, cultural and ethnic backgrounds and their families in a wide range of community settings. Some of these settings include their home, school, employment, and recreational environments where the development of formal and informal supportive networks is encouraged. As an independent support worker or as a member of a social service agency, you will work as a team member with the people and their families, and professionals, such as social workers, psychologists, teachers, nurses and doctors and with other members of the community.

Field practice is an important component of the program. You will complete an average of 350 hours of field practice in Semesters 1, 2, and 3, and about 550 hours in the fourth semester. Progressive field placement opportunities are available in and around the greater Metropolitan Toronto area, often leading to meaningful employment in the human service field.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Sixty hours of secondary school co-op, volunteer or paid work experience, preferably with people with developmental disabilities. Experience in other social service areas will be considered;
- Two letters of reference, one commenting on your performance in your secondary school co-op, volunteer or paid work experience, and the other a character reference;
- Valid standard first aid certificate and basic level rescuer level in cardio-pulmonary resuscitation (CPR);

- Attendance at an orientation session. Applicants living a great distance from Metropolitan Toronto area may request a telephone interview.

Note: Students with college diplomas or university degrees are eligible for the advanced standing in the one year Post Graduate Diploma. Please see additional information in the Post Graduate Programs section of this calendar.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Programs in the School of Social and Community Services may take into account, for selection purposes, secondary school grades in English and/or other related courses, and general grade point averages. Additionally, preference may be given to candidates with a greater than minimum number of volunteer/work hours. Candidates may be required to pass an English assessment test and questionnaire.

Applicants with post secondary education, please refer to the Developmental Services Worker Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Developmental Services Worker program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- McMaster University, Hamilton, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- University of Windsor, Windsor, Ontario
- Wilfrid Laurier University, Waterloo, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

ADDITIONAL REQUIREMENTS

The college reserves the right to deny admission to this program based on an unpardoned criminal record that would bear relevance to the academic or placement requirements of the program. Employers who provide our field placement settings often require a police record check for criminal offences prior to acceptance of a student for field placement. This may restrict field placement opportunities and impede students from completing the full program and/or securing employment.

CAREER OPPORTUNITIES

This versatile diploma is widely recognized in the field of human services and the acquired knowledge and transferable skills are useful in many work settings, including residential, educational, recreational, employment, health and social service settings.

ADDITIONAL COSTS

Cost of textbooks for the four semesters will be approximately \$800.00. Students should also budget for transportation costs to and from field placement locations.

DEVELOPMENTAL SERVICES WORKER CURRICULUM

Semester 1	Credits
DSW.101 Adaptive and Maladaptive Behaviour 1	3
DSW.102 Introduction to Developmental Disabilities 1	3
DSW.104 Community Orientation	3
DSW.105 Person-Centred Planning	2
DSW.106 Instructional Strategies	3
DSW.107 Field Practice 1	4
DSW.108 Human Growth and Development 1	3
DSW.202 Developing Interpersonal Skills	2
COMM200 Communications 200	3

Semester 2	Credits
DSW.109 Responding to Abuse	2
DSW.200 Field Practice 2	4
DSW.201 Human Sexuality	2
DSW.203 Human Growth and Development 2	3
DSW.204 Introduction to Developmental Disabilities 2	3
DSW.205 Adaptive and Maladaptive Behaviour 2	3
DSW.206 Intervention Techniques	2
DSW.207 Basic Pharmacology 1	2
DSW.208 Health and Wellness 1	2
DSW.209 Computers in Human Services	2

Semester 3	Credits
DSW.300 Field Practice 3	4
DSW.301 Basic Pharmacology 2	2
DSW.302 Community Living	3
DSW.303 Counselling Skills	3
DSW.304 Sign Language and Blissymbolics	2
DSW.305 Educational and Recreational Practices	2
DSW.306 Health and Wellness 2	2
COMM300 Communications 300	3
HUMA024 Humanities	3

Semester 4	Credits
DSW.400 Home/Community Practicum	5
DSW.401 Developmental Education Practicum	5
DSW.402 Life Skills/Seniors Practicum	5
DSW.403 Health Care Practicum	5
DSW.404 Employment Support Practicum	5

Early Childhood Education

(Diploma)

School of Health Sciences

Application Program Code 07911

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September, January and May

The Early Childhood Education program will provide you with the knowledge and skills to work with the preschool child. Emphasis is on total child development and guiding the child toward becoming self-reliant and emotionally stable. By learning how to provide a warm, nurturing yet stimulating environment, graduates should be able to foster mental health, growth and development in each child. Communication skills and interpersonal relationships between children, parents and adults are an essential focus in this program.

During the first two semesters, you will have field placements with children in day care centres and nursery schools. In the third and fourth semesters, field placement will be either a specialized setting for preschool children, a junior or senior kindergarten and/or integrated day care for children with special needs.

This program has use of three integrated lab/demonstration facilities, including an activity centre, a day care with a kindergarten program, and a child development centre. Children range in age from birth to seven years. This wide range of learning opportunity is unique to the community college system.

There are three intakes per year and students may fast track this program over 16 months rather than the traditional 24 month time period.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Pre-admission testing (Fee \$35.00), and attendance at an orientation session (A writing sample must be submitted at this time).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIRED INFORMATION

Students must also have the ability to meet the applicable outcomes within the training standards for this program. Thus, fitness to complete the practicum components that would bear relevance to the academic or placement requirements of the program may impede successful admission into the program. The additional requirements include:

- Immunization record. No limitations that would prevent effective supervision of children;
- A basic standardized first aid certificate and a cardiopulmonary resuscitation course (Pediatric Health Care, Pediatric Emergency or Basic CPR).

These requirements should be completed prior to commencement of classes. Documentation must be submitted.

The Ministry of Community and Social Services requires a criminal reference check on individuals who have direct contact with vulnerable individuals including children and/or people with special needs. Due to the nature of our program and the direct contact with vulnerable populations that this entails, Humber College may conduct a criminal reference check on each student in the program prior to the commencement of every semester.

A criminal record or charges pending before the courts in regard to crimes against vulnerable populations will determine eligibility for the program and for progress through each component/semester of the program.

The College reserves the right to deny admission to this program based on an unpardoned Criminal Reference Check that would bear relevance to the academic or placement requirements of the program.

It is important that potential students understand that the above requirements may impede them from successful admission, completing their full program, and/or securing employment. Students doing a practicum may be required to meet the same physical assessment and immunization requirements as those for the staff employed by the agency where the practicum is taking place.

Humber reserves the right, in its sole discretion, to refuse student access to children placed in its care.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Early Childhood Education program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- Nipissing University, North Bay, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates work in home care, day nurseries, day care centres, school boards, nursery schools, community housing facilities, hospitals and some treatment centres for young children with special needs.

Graduates who have started as playroom teachers have gone on to become supervisors or owners of their own centres.

The minimum age requirement for employment in this field according to the Day Nurseries Act R.S.O. 1980, C. III Ontario Regulations 760/83 is 18 years of age.

As well, all graduates develop a business plan for career opportunities outside of the traditional ECE market. Graduates have basic entrepreneurial skills in small business practices.

ADDITIONAL COSTS

Textbooks and supplies cost about \$550.00 per year.

CURRICULUM

To progress to the next semester, you must complete all courses for the semester in which you are registered.

Semester 1 (22 hours/week) Credits

ECE.101	Teaching the Young Child 1	4
ECE.102	Curriculum 1	3
ECE.103	Field Practice 1	6
ECE.104	Psychology of Infancy and Early Childhood 1	4
ECED101	The Child with Special Needs 1	2
COMM200	Communications 200	3

Semester 2 (23 hours/week) Credits

ECE.201	Teaching the Young Child 2	4
ECE.202	Curriculum 2	2
ECE.203	Field Practice 2	6
ECE.205	Observing and Recording Children's Behaviour	2
ECE.207	Psychology of Infancy and Early Childhood 2	3
COMM300	Communications 300	3
HUMA024	Humanities	3

Semester 3 (22 hours/week) Credits

ECE.303	Field Practice 3	9
ECE.307	Individual Program Planning	2
ECE.311	Psychology of Middle Childhood	2
ECE.312	Curriculum Planning For Infants, Toddlers, Kindergarten and After-School	3
ECED201	The Child with Special Needs 2	3
GNED	General Education	3

Semester 4 (23 hours/week) Credits

ECE.403	Field Practice 4	9
ECE.409	Administrative Procedures (ECE)	3
ECE.413	Focus On Families	4
ECE.414	Adapting Curriculum For Early Childhood Education	4
GNED	General Education	3

Electrical Engineering Technician/Technology – Control Systems

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 30111

North Campus

Internet: www.humberc.on.ca

Four semesters for the technician program, six semesters for the technology program, beginning in September

All students begin in the Electrical Engineering Technician – Control Systems diploma program. Qualified students may continue into the third year and graduate in the Electrical Engineering Technology – Control Systems diploma program.

This program provides a systems approach to the control of electrical equipment and industrial process instrumentation in automated manufacturing and processing industries. Modern industrial equipment integrates both the electrical and instrumentation areas and offers challenging opportunities to those who have specialized training. You will gain technical knowledge and skills in control systems, application design, equipment selection, installations, commissioning and testing, maintenance and sales, with the use of state-of-the-art equipment and computers.

You will have to purchase an electronics components kit and digital multimeter at the College.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit;
- Successful placement in or exemption from Mathematics 1, as determined by a math assessment test;
- Functional knowledge/skills in PC computer operation (Windows, word processing, spreadsheet) is highly recommended.

Note: We recommend that students consider taking physics as their senior science although other sciences and technological sciences are acceptable. Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Electrical Engineering Technology – Control Systems program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Western Ontario, London, Ontario
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

As a graduate of this program, you can expect to find employment in the manufacturing, process control and servicing fields. As a technician/technologist you will use your training in servicing, maintaining, design or sales of automated industrial electrical control and process instrumentation systems and equipment.

CURRICULUM

Semester 1 (20 hours/week)	Credits
ELEC101 DC Circuits	4
ELEC204 Measuring Instruments	6
MECH204 Computer Applications	3
TMAT104 Mathematics 1	4
COMM200 Communications 200	3

Semester 2 (22 hours/week)	Credits
ELEC102 Logic 1	4
ELEC207 AC Circuits	4
ELEC208 Electronic Devices and Circuits	4
MECH203 CAD (AutoCAD) 101	4
TMAT203 Mathematics 2	3
COMM300 Communications 300	3

Semester 3 (25 hours/week)	Credits
ELEC309 Electronic Sensors and Instruments	5
ELEC311 Canadian Electrical Code	2
ELEC312 DC Equipment and Controls	4
ELEC313 Graphics and Simulation for Control Systems	4
ELEC314 Introduction to Programmable Logic Controllers	4
HUMA024 Humanities	3
GNED General Education	3

Semester 4 (26 hours/week)	Credits
CALC103 Introductory Calculus (Electronics)	3
ELEC305 AC Equipment 1	4
ELEC308 Introduction to Automatic Controls	5
ELEC407 Polyphase Circuits	4
ELEC502 Advanced Programmable Logic Controllers	3
ELEC506 Industrial Electronics	4
GNED General Education	3

Graduates of this Electrical Engineering Technician – Control Systems program may proceed to the Electrical Engineering Technology – Control Systems program, taking the courses specified below.

Semester 5 (23 hours/week)	Credits
CALC201 Applied Calculus	3
ELEC403 AC Equipment 2	3
ELEC408 Computer Process Controls	4
ELEC503 Control Design	3
ELEC507 Power Electronics	4
ELEC508 Applied Graphics and Control	3
MKTG415 Starting a New Business	3

Semester 6 (20 hours/week)	Credits
ELEC404 Control Systems	4
ELEC405 Power Systems	4
ELEC606 Industrial Attachment	2
ELEC607 Control Applications Using PLC's	4
MKTG305 Consultative Selling	3
TSTA103 Applied Statistics	3

Electro-mechanical Engineering Technician

Mechatronics Profile

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 30701

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This program will prepare you as a mechatronics engineering technician who will be involved with machines having complex, hydraulic, pneumatic, electrical, computer, PLC and electronic controls. The skills you learn will enable you to install and test this type of equipment, advise on equipment maintenance, and provide solutions to technical problems related to control systems. You will also study modern manufacturing environment and management.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit; Note: We strongly recommend that you take physics as your senior science although other sciences and technological sciences are acceptable.
- Functional knowledge / skills in PC computer operation (Windows, word processing, spreadsheet) is highly recommended. Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Electro-mechanical Engineering Technology - Mechatronics Profile diploma program, listed in the Post Graduate Programs section of this publication.

CAREER OPPORTUNITIES

Mechatronics technicians work in industries that use modern, automated, along with traditional manufacturing methods. Your training and knowledge will enable you to work in component testing programs, system installation, technical services, technical sales and in-plant maintenance programs.

CURRICULUM

Semester 1 (Mechatronics, CAD/CAM/CNC, Design, Plastics) (24 hours/week) Credits

MECH103	Electromechanical Controls	4
MECH106	Workshop Practices	3
MECH108	Engineering Graphics	4
MECH204	Computer Applications	3
MECH207	Engineering Materials	4
TMAT105	Mathematics 1	3
COMM200	Communications 200	3

Semester 2 (Mechatronics) (23 hours/week) Credits

MECH107	Manufacturing Processes	3
MTRN201	Mechanical Power Elements	4
MTRN202	Pneumatics	3
MTRN203	CADKEY	3
MTRN204	Mechatronics 1	3
TMAT204	Mathematics 2	4
COMM300	Communications 300	3

Semester 3 (Mechatronics) (23 hours/week) Credits

EMEC302	Hydraulics	4
EMEC606	Microcomputer Based Automation	4
MANF603	PLC Applications	4
MTRN301	Programming	4
MTRN304	Mechatronics 2	4
HUMA024	Humanities	3
GNED	General Education	3

Semester 4 (Mechatronics) (22 hours/week) Credits

MTRN401	Industrial Data Communications	4
MTRN402	Motion Control	4
MTRN404	Mechatronics 3	4
MTRN405	Automation Equipment Design	4
GNED	General Education	3

Note: Refer to the Mechanical Engineering programs in this publication for further information.

Electronics Engineering Technician/Technology (Diploma)

School of Information Technology, Accounting and Electronics

Application Program Code 03531

North Campus

Internet: www.humberc.on.ca

Four semesters/2 years, for the technician program, or six semesters/3 years, for the technology program, beginning in September and January

The Electronics Engineering Technician / Technology program at Humber College prepares you for a challenging career in the information age. A solid foundation in electronics is the key to success if your goal is to become a technical expert in data communications, robotics, microprocessors, computer applications, control systems, fiber optics, or the information highway.

The technician and technology programs at Humber College are integrated to allow you to move into the third year of the technology program after completing the first two years of the technician program. A co-op option will be offered to those students who meet the requirements in semester 2 or 3 of the 3 year technology program. An additional co-op course is mandatory and offered in the 3rd semester.

In the first two years, you will learn the principles and practical aspects of electronics, including analog and digital systems, computer programming and interfacing, data communications, basic programmable logic controllers, industrial electronics, and troubleshooting techniques.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit;
- One senior science (general level or above) is recommended;
- Successful placement in or exemption from Mathematics 1 which is determined by a math assessment test.

Note: Completion of the Electronics Engineering Technician program or equivalent is required to take the Technology program. Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

You will have to buy an electronics components kit for your studies.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Electronics Engineering Technology program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Lakehead University, Thunder Bay, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Western Ontario, London, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

As an electronics engineering technician you may find employment in industrial, engineering, or scientific organizations. You may become involved in equipment and component manufacturing, research and testing, equipment maintenance and repair, and electronic sales. As a graduate of the Electronics Engineering Technology program you may work in industries as varied as telecommunications, control equipment, computer systems, and industrial electronics systems. As a technologist, you can use your theoretical training in high technology areas such as fiber optics, microprocessor application and development, and electronic design techniques. You may also use your skills troubleshooting prototype equipment prior to it being manufactured.

CURRICULUM

Semester 1 (19 hours/week)		Credits
ELIC101	DC Circuits	4
ELIC102	Logic 1	4
ELIC114	Personal Computer System Technology	4
TMAT104	Mathematics 1	4
COMM200	Communications 200	3
Semester 2 (22 hours/week)		Credits
ELIC202	Logic 2	4
ELIC203	CAD for Electronics	3
ELIC207	AC Circuits	4
ELIC208	Electronic Devices and Circuits	4
TMAT203	Mathematics 2	4
COMM300	Communications 300	3
Semester 3 (24 hours/week)		Credits
ELIC306	Electronic Production Technology	2
ELIC314	Communications Systems	4
ELIC317	Linear Circuits	4
ELIC402	Telecommunication Systems	4
ELIC403	Microcomputer Programming and Interface	4
HUMA024	Humanities	3
GNED	General Education	3
Semester 4 (25 hours/week)		Credits
CALC103	Introductory Calculus (Electronics)	3
ELIC303	Motors and Controls	4
ELIC315	Embedded Microcomputer Controls	4
ELIC410	Introduction to PLC	4
ELIC416	Non-Linear Circuits	4
ELIC425	Data Communications 1	3
GNED	General Education	3

Electronics Engineering Technology

Students may graduate from the four semester technician program or continue and graduate as a technologist after completing the additional courses set out in semesters 5 and 6. In the 5th and 6th semesters, you will acquire more in-depth knowledge and practice in analog and digital communications, the use of fiber optics, microprocessor-based development, control systems analysis and applications, microwave and high frequency design, and advanced circuit analysis and design.

CURRICULUM

Semester 5 (22 hours/week) Credits

CALC201	Applied Calculus	3
ELUC505	Techniques of Design	3
ELUC513	Fibre Optic Communications	4
ELUC613	Data Communications 2	4
ELUC614	Applied Electromagnetics	4
ELUC615	Microwave Techniques	4

Semester 6 (25 hours/week) Credits

ELUC504	Microcomputer Interface Design	4
ELUC508	Display Systems	4
ELUC517	Data Acquisition	4
ELUC606	Technical Project	2
ELUC612	Digital Signal Processing	4
ELUC618	Electronic System Design	4
TSTA103	Applied Statistics	3

Fashion Arts

(Diploma)

School of Business

Application Program Code 10011

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This exciting program will give you the knowledge and skills to pursue a career in fashion.

In the first two semesters you will learn about the fashion and cosmetic industries while being trained in specific skills, including forecasting fashion trends, sales techniques and wardrobe consulting. You will also be introduced to the industry through on-the-job experience in a field placement course.

In the second year, you will focus on courses that allow you to apply much of your skills by staging fashion shows, preparing product launches, planning merchandise assortments, and styling fashion photos. You will also continue to develop and apply your skills in the field placement course.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above) is recommended;
- Résumé describing part-time or full-time work in fashion or cosmetics, voluntary work and special interests;
- Attendance at a sentence skills and reading comprehension test at the college followed by a program interview;
- For students who live out of town, a testing and telephone interview may be arranged.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates can pursue careers as fashion and trade show coordinators, fashion wholesale sales agents, shopping centre marketers, visual merchandisers, merchandise allocators, and marketing assistants to fashion designers and manufacturers.

CURRICULUM

Semester 1 (19 hours/week)		Credits
FASH114	Styling and Wardrobe Co-ordination	3
FASH119	Marketing Strategies for Fashion and Cosmetics	3
FASH120	Computer Applications for Fashion and Cosmetics	3
FASH122	Cosmetics Product Knowledge	3
FASH123	Fashion Product Knowledge	4
COMM200	Communications 200	3
Semester 2 (21 hours/week)		Credits
FASH116	Career Planning in Fashion	2
FASH117	Cosmetic Applications	3
FASH215	Trend Forecasting	3
FASH220	Fashion Promotion	4
FASH232	Field Placement 1	*2
FASH338	Electronic Publishing for Fashion Promotion	3
COMM300	Communications 300	3
HUMA024	Humanities	3
Semester 3 (20 hours/week)		Credits
FASH341	Cosmetic Marketing and Product Launches	2
FASH342	Publicity	3
FASH343	Field Placement 2	*4
FASH344	Fashion Event Planning and Budgeting	5
FASH345	Wholesales Sales and Assortment Planning	3
FASH346	Photo Styling and Display Techniques	4
GNED	General Education	3
Semester 4 (13 hours/week)		Credits
FASH422	New Venture Development	3
FASH433	Portfolio Preparation	2
FASH438	Fashion Event Production (2 non-instructional)	4
FASH439	Retail Marketing	3
FASH441	Field Placement 3	*8
GNED	General Education	3

Note: 89 credits required to graduate (73 instructional hours)

*Not included in instructional hours per week.

Film and Television Production

(Diploma)

School of Media Studies

Application Program Code 04831

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

This program will give you the knowledge and expertise to launch your career in film or television as a camera operator, switcher, writer, editor, lighting technician, sound technician or production manager. By your third year, you will be spending most of your time putting together video, film and multimedia productions in our professional facilities. Humber student productions have won acclaim in competitions and at festivals.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an information session (an alternative may be arranged for out-of-town students);
- Evaluation of letters of recommendation, questionnaires and résumé;
- Successful completion of an English assessment;
- For selection purposes, preference may be given to applicants with credits in English writing or English media courses.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Film and Television Production program may be eligible to apply their academic credits towards further study at the following universities and / or associations:

- Brock University, St. Catharines, Ontario
- Queen's University, Kingston, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Western Ontario, London, Ontario
- University of Western Sydney Nepean, Sydney, Australia
- University of Windsor, Windsor, Ontario
- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates work in television, cable systems, film production houses, animation companies, or, with experience, as freelance producers to the industry-at-large.

ADDITIONAL COSTS

\$1,400.00 the first year, \$1,200.00 the second and \$1,200.00 in the third. You will also need a 35mm camera (\$350.00) and light meter (\$150.00).

CURRICULUM

*Indicates elective subjects. Third year students will select a **minimum** of two electives from the three courses listed in Semesters 5 and 6. In addition, an additional four hours of individual learning per elective is expected.

Each of the third year mandatory courses have major practical thesis projects as requirements, which are completed in student crew format.

Each of the elective courses has additional practical projects to be completed individually and in conjunction with third year thesis requirements.

Semester 1 (21 hours/week) Credits

FMTV100	Script Writing 1	2
FMTV106	Light and Image 1	3
FMTV107	Frame by Frame 1	2
FMTV110	Sound Theory and Practice 1	2
FMTV111	Video Production	4
FMTV112	Film/TV Computer Tools 1	2
COMM200	Communications 200	3
HUMA024	Humanities	3

Semester 2 (20 hours/week) Credits

FMTV201	Script Writing 2	2
FMTV206	Light and Image 2	3
FMTV207	Frame by Frame 2	2
FMTV208	Technology and Change	2
FMTV210	Sound Theory and Practice 2	2
FMTV211	Video Production 2	4
FMTV212	Film/TV Computer Tools 2	2
COMM300	Communications 300	3

Semester 3 (23 hours/week) Credits

FMTV300	Production Management 1	2
FMTV301	Film/TV Direction 1	2
FMTV305	Script Writing 3	2
FMTV306	16mm Post Production Techniques 1	2
FMTV311	Sound Recording Workshop 1	2
FMTV312	Film Workshop 1	4
FMTV315	Independent Production 1	2
FMTV316	TV Workshop 1	4
GNED	General Education	3

Semester 4 (22 hours/week) Credits

FMTV402	Production Management 2	2
FMTV403	Film/TV Direction 2	2
FMTV405	16mm Post Production Techniques 2	2
FMTV408	Script Writing 4	2
FMTV411	Sound Recording Workshop 2	2
FMTV414	Film Workshop 2	4
FMTV415	Independent Production 2	2
FMTV416	TV Workshop 2	4
GNED	General Education	3

Semester 5 (19 hours/week) Credits

FMTV501	Production Coordination 1	4
FMTV511	Computer Multimedia	2
FMTV512*	Production Management 3	4
FMTV514*	Post Sound and Picture 1	4
FMTV515*	Script Writing and Directing 1	4
FMTV516	Film/TV Business Practices	2
FMTV520	Advanced Cinematography 1	4
GNED	General Education	3

Semester 6 (18 hours/week) Credits

FMTV614	Production Coordination 2	4
FMTV615	FMTV Field Work	6
FMTV616*	Script Writing and Directing 2	4
FMTV617*	Production Management 4	4
FMTV619*	Post Sound and Picture 2	4
FMTV620	Advanced Cinematography 2	4

Fire Career Preparation (Certificate)

Business & Industry Services

North Campus

Internet: www.humberc.on.ca

One semester, beginning in September and March

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

This exciting 20 week program will follow the Ontario Firefighter Pre-Entry Standard and prepare you to enter the career as a professional firefighter.

You will learn to use self-contained breathing apparatus, attack and extinguish fire techniques and handle hazardous materials. Search and rescue techniques, advanced medical patient care, confined space, auto extrication and water rescue techniques will also be taught. Public education, fire prevention inspection and public speaking will be a big part of the program as well as classes in psychology and writing skills.

For further information, call Paul Cassidy, Program Manager, (416) 675-6622, ext. 4271, or fax at (416) 675-0135.

Note: This is a new program based on the Ontario Firefighters Pre-Entry Curriculum and not to be confused with the Humber College - Fire and Emergency Services Program.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Current standard First Aid and CPR Basic Rescuer Certificate;
- Successful completion of a written aptitude test.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

WRITTEN EXAMINATION

All candidates who meet the educational requirements must write an aptitude test designed for the fire service. Students with the highest scores will be selected for admission to the program. This test will examine a person's abilities in English oral and written comprehension; mathematical equations and problem solving skills, mechanical skills and drawings comprehension skills.

ADDITIONAL COSTS

Textbooks, safety equipment and supplies will be approximately \$500.00.

CURRICULUM

(35 hours/week)

	Credits
FSP.112 Fire Ground Operations 1	4
FSP.120 Fire Science	2
FSP.130 Hazardous Materials/Specialized Rescue	3
FSP.141 Emergency First Responder 1	4
FSP.212 Fire Ground Operations 2	4
FSP.241 Emergency First Responder 2	4
FSP.305 Orientation to the Fire Service	2
FSP.350 Role of the Firefighter in the Community 1	2
FSP.450 Role of the Firefighter in the Community 2	2
LANG129 Writing Skills for Firefighters	3
PSYC001 Introduction to Psychology	3

Funeral Service Education

(Diploma)

School of Health Sciences

Application Program Code 07321

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

In this program you will encounter every aspect, both practical and theoretical, of funeral service. As part of the School of Health Sciences, the program stresses the important therapeutic function the funeral service has for the living. Behavioural science courses will help you meet the needs of your clients. A business management course is included to help you understand the problems that exist in the operation of any business. You will accumulate the necessary practical experience in College facilities and cooperating funeral homes.

If you are considering this program, you should have a strong desire to help people of all socio-cultural backgrounds and be a compassionate, tolerant person with excellent communications skills.

Humber offers the only English language funeral service program in Ontario.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Personal questionnaire;
- Observation or work experience in a funeral home;
- Questionnaire completed by the funeral director who supervised observation or work experience;
- Attendance at an information sharing and assessment session;
- Pre-admission test for senior level biology, chemistry, reading and writing skills (Fee \$35.00);
- Valid St. John's Standard First Aid Certificate (or equivalent), Emergency First Aid Certificate is not acceptable;
- Valid Class G Driver's Licence (Previous licence suspension may restrict employment).

Note: Observation or work experience may be done prior to application (but must be completed) within three weeks of receipt of the questionnaire.

Applicants will be called for pre-admission assessment only after both questionnaires and copies of the first aid certificate and driver's licence are returned.

Assessment will be at specified times only.

Grade and/or course requirements are used in the selection process for all programs. This is an over-subscribed limited enrolment program. Therefore, the March 1 deadline is strictly observed. See the Selection Procedures section in the back of this publication.

ADDITIONAL INFORMATION

The college reserves the right to deny admission to this program based on an unpardoned criminal record that would be relevant to the academic or placement requirements of the program.

You must obtain a Hepatitis B vaccine before beginning your laboratory experience.

ADDITIONAL COSTS

Textbooks and supplies cost about \$1,000.00

CAREER OPPORTUNITIES

Graduation from the program entitles you to write the Ontario examinations for a licenced funeral director. This licence qualifies you to practise in Ontario. To work in other provinces, you would have to write examinations in those provinces to obtain your licence there. Some graduates find employment in funeral service supply or cemetery organizations.

CURRICULUM

Semester 1 (24 hours/week)		Credits
BIOS101	Human Anatomy and Physiology, Introduction	4
BIOS102	Microbiology	1
FSER101	Embalming Lab 1	3
FSER102	Embalming Theory 1	4
FSER103	Orientation to Funeral Service 1	4
HLTH103	Moral and Ethical Issues in Health	2
LANG101	Writing Skills for Health Sciences	3
HUMA024	Humanities	3
Semester 2 (25 hours/week)		Credits
BIOS201	Pathology	3
FSER201	Embalming Lab 2	3
FSER202	Embalming Theory 2	4
FSER203	Orientation to Funeral Service 2	4
FSER205	Restorative Art	3
MKTG930	Small Business Management	4
PSYC104	Psychology of Grief	4
Note: To progress into Semester 3, you must complete Semesters 1 and 2.		
Semester 3		Credits
FSER301	Theoretical Applications 1 (Correspondence Course)	4
Semester 4		Credits
FSER401	Theoretical Applications 2 (Correspondence Course)	4
Spring Session		Credits
FSER501	Theoretical Applications 3 (On Campus)	3

Gas Technician 2 (G.3 and G.2) (Natural Gas and Propane) (Certificate)

Pending Ministry Approval

School for the Built Environment

Application Program Code 30821
North Campus
Internet: www.humberc.on.ca
Three semesters, beginning in September

The Gas Technician 2 (G.3 and G.2) program will prepare you for a career as a natural gas and propane technician. You will acquire a broad knowledge of the design, installation and service techniques of forced air and hydronic heating systems for residential, commercial and industrial buildings. You will learn to size, select and maintain equipment for building comfort and industrial purposes and know how to use various industry standards and applicable codes.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A) or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

You may work for a design contractor, designing, installing, servicing or retrofitting heating systems and equipment. Opportunities also exist for sales representatives, manufacturer, utility and contractor service representatives.

This program leads to a Certificate of Qualification from the province of Ontario issued by TSSA (Technical Standards and Safety Authority).

Upon completion of G.3, you can work in the industry under supervision while a G.2 allows you full certification.

Upon successful completion of the G.2 program, studies can be continued to obtain a G.1.

This program is run late afternoons as a stand-alone program as well as full-time in conjunction with the Air Conditioning and Refrigeration Diploma program.

CURRICULUM

Semester 1 (24 hours/week)	Credits
CNST101 Computer Applications	3
HVAC711 Codes of Practice	4
HVAC712 Electricity for Gas Technicians 3	4
HVAC713 Fuel Gas Piping Systems	4
COMM200 Communications 200	3
TMAT105 Mathematics 1	3
HUMA024 Humanities	3

Semester 2 (26 hours/week)	Credits
CNST451 Estimating 1	4
HVAC731 Advanced Piping/Tubing Systems, Meters and Regulators	4
HVAC732 Electricity for Gas Technicians 2	4
HVAC733 Basics of Controls	4
HVAC734 Venting Practices for Appliances	4
TMAT204 Mathematics 2	3
GNED General Education	3

Semester 3 (22 hours/week)	Credits
HVAC735 Gas Fired Appliances and Heating Systems	4
HVAC736 Forced Warm Air Heating Systems	4
HVAC737 Hydronic Heating Systems	4
HVAC738 Air Handling Equipment and Conversion Burners	4
COMM300 Communications 300	3
GNED General Education	3

Note: These courses are also offered as late afternoon/evening courses and can be used for exemptions for equivalent courses offered in the full-time day Air Conditioning and Refrigeration Engineering Technician program and the Environmental Systems Engineering Technology program.

General Arts and Science – Design Foundation (Certificate)

School for the Built Environment

Application Program Code 09151

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This one year program is for the graduating secondary school or mature individual with an interest in visual arts but who is undecided about which creative path to follow. This would be an excellent program choice if you need to upgrade your portfolio or want to delay choosing a career path while you study your options.

This program provides an opportunity for graduating students, subject to academic achievement and available space, to enter Humber College's design programs with advanced standing, at the Semester 2 level.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an interview to present a portfolio and participate in visual and communication assessments. Your portfolio should contain at least 12 pieces of original work: drawings, paintings, illustration, design, photography and sculpture. In the case of very large or three-dimensional work, bring colour photographs.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the General Arts and Science – Design Foundation program may be eligible to apply their academic credits towards further study at the following university:

- Athabasca University, Athabasca, Alberta

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

ADDITIONAL COSTS

Approximately \$500.00 for materials and equipment.

CURRICULUM

Semester 1 (20 hours/week)	Credits
DGAS100 2 Dimensional Design	4
DGAS101 3 Dimensional Design	4
DGAS102 Drafting	3
DGAS103 Structural Drawing	3
DGAS104 Colour	3
COMM200 Communications 200	3
Semester 2 (21 hours/week)	Credits
DGAS201 Interior Design	3
DGAS202 Graphic Design	3
DGAS203 Package Design	3
DGAS204 Industrial Design	3
DGAS205 Drawing Studio	3
DGAS206 Computer Applications	3
COMM300 Communications 300	3

General Arts and Science (Certificate or Diploma)

Liberal Arts and Sciences Division

Internet: www.humberc.on.ca

Students in the General Arts and Science (GAS) program at the North Campus will register in one of the following program profiles: University Transfer, General College, Science and Technology or English for Academic Purposes (ESL). Students at the Lakeshore Campus will register in the University Transfer or General College profile.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- College-level scores on communication and/or mathematics proficiency tests (applicants may be required to take these computerized placement tests as part of the admission process);
- Interview may be required.

Applicants may be counselled into an appropriate profile based on proficiency test results.

Students who do not achieve college-level scores on the Humber College communication's proficiency tests (Computerized Placement Tests) will be required to take a series of developmental courses to improve their skills in reading and writing.

A certificate is awarded to students who complete two semesters in any profile. A diploma is awarded to students who complete four semesters in the University Transfer or the General College profile.

While the above mentioned profiles have been designed to prepare students to enter a major course of study in their chosen area, it is neither a guarantee nor a pre-requisite for entry into those subsequent courses at Humber or elsewhere.

PROGRAM DESCRIPTION

This program is designed to help students:

- Develop skills and knowledge they require for entrance to, and successful performance in, other college programs or post college studies;
- Complete the communications and general education requirements common to all college programs;
- Make academic and career decisions by providing a comprehensive counselling and advising service.

CURRICULUM

- English, Philosophy, History and Social Science courses designed to improve reading, writing, and thinking skills;
- Basic mathematics;
- Career planning;
- Developmental courses: Developmental courses are designed for students whose skill levels must improve before they can go into regular college courses.

No more than five of those courses specifically designated as developmental courses may be credited toward the GAS diploma or certificate.

PROGRAM LENGTH

The length of time students spend in the program will depend on how long it takes them to develop the skills they need to move to another college program. For most students this will take two semesters, but some might require only one semester while others might require three.

APPLICATION PROCEDURES

Once the application has been received, students will be asked to complete the entrance testing.

General College Profile

Liberal Arts and Sciences Division

Application Program Code 09181

North and Lakeshore Campuses

Internet: www.humberc.on.ca

North Campus: Two semesters, beginning in September and January

Lakeshore Campus: Two semesters, beginning in September

The General College profile is designed for students who are not certain which career program they would like to enter and would like a semester or two to explore the programs available at Humber College. This profile includes a substantial career and academic advising component as well as communication and general education courses, which will count as credits in any other Humber program.

If students are not reading and writing at a college level according to the entrance tests, they will be placed in a series of developmental courses that will prepare them to handle the academic work in General Arts and Science or other Humber programs.

Students who want to prepare for university studies must enrol in the University Transfer profile.

English For Academic Purposes (ESL)

Liberal Arts and Sciences Division

Application Program Code 09271

North Campus

Internet: www.humberc.on.ca

One, two or three semesters, beginning in September, January and May

This program is designed for non-native speakers of English who need to improve and develop academic communication skills for entry into college or university programs. This is an intensive full-time day program (20 hours/week of in-class instruction plus 5 hours/week in a computerized language lab) for one or two semesters, depending upon your entry English level skills.

The three-level program consists of three courses: Grammar and Academic Writing; Academic Reading and Vocabulary; and Effective Speaking and Listening/Notetaking. It also includes academic advisement and an introduction to computer applications.

Applicants requiring student visas should plan for a minimum of six months lead time before classes begin.

ADMISSION REQUIREMENTS

This program is intended for students who meet the normal admission requirements for academic programs, but who also require an intensive period of English language study prior to other college or university studies.

- TOEFL (Tests of English as a Foreign Language) score between 340 and 549 or equivalent. This is not a program for beginners;
- Grade 12 secondary school diploma or equivalent;
- Once the application has been received, students will be asked to complete the entrance testing in reading, grammar, writing and speaking to assess suitability and placement.

University Transfer Profile

Liberal Arts and Sciences Division

Application Program Code 09191

North and Lakeshore Campuses

Internet: www.humberc.on.ca

North Campus: Two semesters, beginning in September and January

Lakeshore Campus: Two semesters, beginning in September

This program concentrates on the development of skills and knowledge which will help students prepare to handle the demands of studies in Liberal Arts programs at the university level. The University Transfer curriculum is based on the academic disciplines of literature, philosophy, humanities, and the social sciences. Students must also complete courses in composition, grammar and editing, and critical thinking. The courses taken in the first semester have been designed to give students an experience which approximates that of first year university. The courses delivered in the second semester are presented at a level similar to university.

The admission requirements vary from university to university; therefore, each applicant should confirm admission requirements at the university of their choice. York University, the University of Western Ontario, and McMaster University generally grant admission to University Transfer students who have completed the two semester Certificate with a B average or better.

UNIVERSITY TRANSFER OPTIONS

Bishop's University, Lennoxville, Quebec, will consider admitting General Arts and Sciences students who have completed the two semester University Transfer Certificate with an average of 70 per cent or above into a four year program with advanced standing for one year. Students who complete the four semester General Arts and Science Diploma with an average of 70 per cent or above will be considered for admission into a four year program with advanced standing up to two years.

McMaster University, Hamilton, Ontario: Graduates of the two semester General Arts and Science University Transfer Certificate program with a GPA of 75 per cent and no OACs will be considered for admission. Graduates with a GPA of 75 per cent and above plus OACs may receive up to 6 units transfer credit (16 units are equivalent to approximately one term).

The University of New Brunswick, Fredericton, New Brunswick, will admit into second year, students who have completed the 10 courses required for the University Transfer Certificate with an average of 70 per cent or above.

University of Western Ontario, London, Ontario: Graduates of the two semester General Arts and Science University Transfer Certificate program with a GPA of 70 per cent average or above, and no OACs are considered for admission.

University of Windsor, Windsor, Ontario: Graduates will be considered for admission with up to a maximum of 4 courses transfer credit to be determined on an individual basis (10 courses are equivalent to one year).

York University, Toronto, Ontario, will consider granting transfer credit to Humber students. The transfer credit granted depends on the academic content of the program, the grades received and the program to which the student has applied at York. Students who complete the two semester University Transfer Certificate with a B average or above will be considered for admission with 15 transfer credits (2.5 full university courses) and students who complete the four semester Diploma with a B average or above will be considered for admission with 30 transfer credits (5 full university courses).

Science and Technology Profile

Liberal Arts and Sciences Division

Application Program Code 09211

North Campus

Internet: www.humberc.on.ca

Two academic semesters, beginning in September

This program is designed for students who want to pursue a technology or science related career, but who lack the required courses, skills, or background knowledge in mathematics and science. Students will take courses in technical reading, writing, mathematics, computers and science that will help them prepare to apply for programs at Humber College in technology (technicians/technologists), computer studies (programming/computer information systems) and the health sciences (nursing/funeral service/paramedic). This program also includes a substantial career and academic advising component to help students make decisions about their future studies. In addition, students will take communications and general education courses which count as credits once the students are admitted to their new programs.

Hospitality Management (Diploma)

Hospitality, Recreation and Tourism Alliance (HRT Alliance)

Application Program Code 01551

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

The Hospitality Management program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

The hospitality industry is growing quickly. Many opportunities exist for those individuals who show enthusiasm and are able to demonstrate the skills required for this fast-paced dynamic environment. The Hospitality Management program prepares you for supervisory positions within hotels, resorts, food service operations, clubs, and other sectors of the industry.

This program combines practical, theoretical and experiential learning through the classroom, labs and real-life experience in the workplace. You will be provided with opportunities to develop strong communication, interpersonal and leadership skills which have been identified by the hospitality industry as essential to career success.

The real-life experience in the workplace takes place in three eight week traineeships where you will experience the culture, systems and work ethics of up to three different companies. Each traineeship offers you an opportunity to learn a different aspect of our industry and demonstrate your skills to prospective employers. The first traineeship concentrates on food and beverage, the second focuses on the rooms division of a hotel including the front desk and housekeeping departments.

In the third and final traineeship, you will be able to focus your skills development in an area of your choosing, enabling you to train at a more independent and responsible level. Examples of these areas include sales and marketing, human resources, accounting, rooms division and catering operations.

Completion of classroom and traineeship components are required for graduation from this program.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Assessment interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL INFORMATION

Computer and keyboarding skills will be required during the course of the program.

HOSPITALITY MANAGEMENT CONTINUED...

Credit in secondary school food service courses would be useful.

Preparation in a secondary school accounting course would be beneficial. Exemption credit is available if you have credit in an OAC accounting course.

Extra preparation in English courses (Grade 12 advanced or OAC) will be beneficial to you when writing the English placement test and you may earn a communications exemption.

These, combined with technical and business skills, will determine your future in the hospitality industry.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Hospitality Management program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Malaspina University-College, Nanaimo, British Columbia
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Your three industry traineeships will be 24 weeks of the 64 week Hospitality Management program. These traineeships will enable you to understand the realities of the industry and to make an informed career choice before graduation.

During the traineeships, employers will be evaluating your performance against industry expectations, and will be assessing their interest in hiring you upon graduation. We have over 150 employers participating in the 'Alliance with Humber College', and they include major hotels, restaurants, catering operations, clubs and resorts in the Toronto and surrounding areas. Examples of these partners are CP Hotels and Resorts, Sheraton Hotels and Resorts, Hilton Hotels and Resorts, Blue Mountain Ski Resort, Encore Catering, York Downs Golf and Country Club, and Movenpick Restaurants.

ADDITIONAL COSTS

Approximate additional costs are: textbooks (per semester) \$500.00, kitchen uniform \$120.00, Humber Room uniform \$120.00, and kitchen tools \$140.00.

CURRICULUM

Semester 1

	Credits
CULN112 Food Production Management (Theory and Practical)	6
CULN811 Food Service/Sanitation Safety	1
HOTL107 Bar Service	2
HOTL120 Introduction to Food and Beverage Service Application (Theory and Practical)	4
HOTL234 Introduction to Financial Planning for Hospitality	3
HRT.102 Learning for Independence	2
HRT.104 Introduction to Hospitality, Recreation and Tourism Industries	3
HRT.205 Service Excellence	2
COMM200 Communications 200	3

Semester 2

	Credits
HOSP111 Hospitality Alliance (Food and Beverage Traineeship)	6
HOTL117 Housekeeping Operations	2
HOTL119 Front Office Operations	3
HOTL135 Planning For Profit	3
HOTL235 Financial Planning for Hospitality	3
COMM309 Communications Project for Hospitality	3

Semester 3

	Credits
CLC.200 Applied Catering Event Management	3
HOSP211 Hospitality Alliance (Rooms Division Traineeship)	6
HOTL214 Effective Leadership and Management	3
HOTL236 Professional Skills Development	2
HOTL245 Financial Management for Hospitality	3
GNED General Education	3

Semester 4

	Credits
HOSP311 Hospitality Alliance (Graduate Traineeships)	6
HOTL209 Management Simulation	2
HOTL213 Sales and Marketing for Hospitality	3
HRT.319 Human Resources Strategies	3
HUMA024 Humanities	3
GNED General Education	3

Hospitality, Recreation and Tourism – Sectoral (Diploma)

Pending Ministry Approval

Hospitality, Recreation and Tourism Alliance (HRT Alliance)

Application Program Code 10251

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

The Hospitality, Recreation and Tourism – Sectoral program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

Hospitality, Recreation and Tourism Industries are a growing field that offers many excellent career opportunities. As we move into the next millennium, employment opportunities will become much more integrated, requiring a new set of skills possessed by graduates entering the work force. In the workplace of today, employers are not as concerned about the hard technical skills as they are concerned about the student being able to deal effectively with customers, handle complaints, and be able to handle any special request that comes up. Employers today are looking for multi skilled graduates, those that are cross trained in tourism industries.

The Hospitality, Recreation and Tourism – Sectoral addresses this need. The curriculum emphasizes transferable skills, while at the same time providing the student real practical learning in the tourism industries. To meet the new realities, the Sectoral students will focus in three areas: Hospitality Management, Recreation/Leisure Management, and Tourism Management.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent; or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Assessment interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the selection procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Hospitality, Recreation and Tourism – Sectoral program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Charles Sturt University, Wagga Wagga, Australia
- Ryerson Polytechnic University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

One of the unique features of the program is the self directed traineeship process. In the second, third and fourth semesters, each student will be required to complete one 8 week block traineeship. The student may choose to sample all three industries or may choose to specialize in one area (i.e. Hotel Management). Specific learning relative to this profile will be done in the workplace. This profile development will be initiated in the first semester.

ADDITIONAL COSTS

Textbooks/discs and other manuals may cost about \$300.00 per semester. In each of the first and third semesters, the students will participate in an off campus residential workshop. The cost of this workshop ranges from \$175.00 – \$250.00, depending on which semester.

TRAINING PARTNERS

The success of the traineeships and the overall success of the program rests with the support that has been given to the program by our training partners in the field. Partners include the Novotel Hotels, Delta Hotels, The International Centre, Regent Holidays, Grandview Inn, Baltic Design Tours/Goliger Travel, Sandals in Jamaica, Ontario government, Exclusive Tours, Circus Restaurant and KPMG Consultants. This training alliance with Humber College allows us the opportunity to provide real learning to our students.

CURRICULUM

Semester 1	Credits
HRT.102 Learning for Independence	2
HRT.103 Personal Development	2
HRT.104 Intro. to Hospitality, Recreation and Tourism Industries	3
HRT.105 Service Delivery Systems	2
HRT.106 Tourism Industries Perspectives	3
HRT.107 Tourism Industries – Traineeship Profile Experience 1	2
HRT.202 Destination Tourism	2
COMM200 Communications 200	3
Semester 2	Credits
HRT.201 World Tourism	3
HRT.203 Hotel and Restaurant Operations	4
HRT.205 Service Excellence	2
HRT.208 Tourism Industries – Traineeship Profile Experience 2	6
COMM309 Communications Project for HRT	3
HUMA024 Humanities	3
MATH904 Mathematics (if required)	
Semester 3	Credits
HRT.301 Principles of Organizational and Behavioural Management for HRT	3
HRT.302 Elements of Financial Accounting for HRT	3
HRT.303 Liabilities/Case Studies	2
HRT.305 Leisure Operations	3
HRT.308 Tourism Industries – Traineeship Profile Experience 3	6
GNED General Education	3
Semester 4	Credits
HRT.401 Hospitality, Tourism Marketing Management Simulation	3
HRT.402 Financial Management Systems for HRT	3
HRT.403 Applied Behavioural Management for HRT	3
HRT.404 Program/Event Planning for Tourism Industries	3
HRT.408 Tourism Industries – Traineeship Profile Experience 4	6
GNED Global Perspectives	3

Industrial Design

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 04741

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Industrial design has become an increasingly popular career choice for creative people who are comfortable with technology. Industrial designers give the form to and enhance the function of tomorrow's products.

If you have an interest in helping develop new and attractive consumer products, sports equipment, automotive accessories, or technical/industrial products or displays and exhibits, this program may be for you.

Practicing industrial designers develop new and innovative solutions because they understand aesthetics, market-trends, materials and manufacturing technology.

In this program, you will learn to communicate your ideas attractively through design presentations. Form study will help you learn the skills needed to make pleasing surfaces on any product. You'll also develop professional skills in computer graphics and computer aided design.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an interview to present a portfolio of 25 samples, selected from sketches, photographs, hobbies, craft work, art work, school projects, etc. You may be asked to draw and/or write about your interests. Assessment will be based on interests, aptitude and potential;
- Knowledge/skills of computer systems and software applications is recommended;
- Basic functional knowledge and basic skill in geometric drawing/drafting in a mechanical environment.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Industrial Design program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Carleton University, Ottawa, Ontario
- Education International: Evaluation of Foreign Education and Training, USA
- Ryerson Polytechnic University, Toronto, Ontario
- University of Windsor, Windsor, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Our graduates work as designers of consumer or commercial products, support staff for the research/design process, in product support (showroom design, model making), product promotion (coordination of brochures and photography), product research (market/consumer reactions) and do technical work (production planning, quality control, drafting and computer-aided design) and special effects modelling.

A few years after you graduate, you will probably work as a product designer for a manufacturer or in a consulting design office. You may design home appliances, sporting goods, hardware, electronic equipment or furniture. You may also be employed in three-dimensional computer design. Increasingly, graduates form their own consultancies. Most are very successful and subsequently hire graduates from the program.

ADDITIONAL COSTS

\$500.00-\$800.00 per semester for books and supplies. A \$100.00 deposit on tools will be refunded when you return them in good condition.

CURRICULUM

Semester 1 (20 hours/week)		Credits
INDU100	Industrial Design 1	3
INDU101	Technical Communications 1	3
INDU102	Design Presentations 1	3
INDU103	Elements of Design	3
INDU104	Modelmaking 1	3
INDU105	History of Art	2
COMM200	Communications 200	3
Semester 2 (23 hours/week)		Credits
INDU200	Industrial Design 2	4
INDU201	Technical Communications 2	3
INDU202	Design Presentations 2	3
INDU203	Design Applications	3
INDU204	Art History 2	2
INDU205	Modelmaking 2	2
COMM300	Communications 300	3
HUMA024	Humanities	3
Semester 3 (21 hours/week)		Credits
INDU300	Industrial Design 3	5
INDU301	Design Presentations 3	3
INDU302	Material and Processes 1	4
INDU304	Design Graphics	3
INDU305	History of Industrial Design	2
INDU307	Desktop Computer Graphics	2
INDU309	Computer Aided Design 1	2
Semester 4 (24 hours/week)		Credits
INDU400	Industrial Design 4	6
INDU401	Design Presentations 4	4
INDU402	Material and Processes 2	4
INDU404	Systems Development 1	3
INDU409	Computer Aided Design 2	2
INDU504	Ergonomics	2
GNED	General Education	3
Semester 5 (21 hours/week)		Credits
INDU500	Industrial Design 5	6
INDU501	Materials and Processes 3	3
INDU502	Systems Development 2	3
INDU508	Thesis 1	4
INDU509	Computer Aided Design 3	2
GNED	General Education	3
Semester 6 (21 hours/week)		Credits
INDU600	Industrial Design 6	6
INDU602	Portfolio	3
INDU603	Design Management	3
INDU604	Thesis 2	6
GNED	General Education	3

Interior Design

(Diploma)

School for the Built Environment

Application Program Code 04731

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Creativity, organization, drawing skills, interest in designing living and work spaces are the attributes of the interior designer.

Humber's program, which emphasizes commercial interior design, provides you with the knowledge and skills to analyse and solve design problems. You will learn space planning, construction technology, colour theory, drafting and computer-aided lighting design, presentation techniques, art history and materials. You will be taught the latest CADD and digital 3D software. In the sixth semester, you will gain practical experience working in interior design offices.

Our interior design program has a high reputation in Canada and our graduates compete successfully in the job market.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an interview to present a portfolio and take a studio skills test consisting of still life drawing and a short essay. Your portfolio could include freehand black and white drawings, coloured work, drafting, planning, sculpture, photography, and interior design work;
- Approved applicants might be asked to upgrade drawing or drafting skills before classes begin;
- Secondary school studies in drawing and drafting are recommended.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates find employment in interior design firms, office planning, divisions of major department stores, government agencies, architectural offices, with developers and furniture manufacturers or as freelancers.

ADDITIONAL COSTS

Approximately \$1,500.00 per academic year for equipment/books.

CURRICULUM

Semester 1 (22 hours/week)	Credits
INTR100 Interior Design 1	5
INTR101 Drafting and Detailing 1	5
INTR103 Freehand Drawing 1	3
INTR104 Design Theory 1	2
INTR105 Colour Theory	2
INTR106 Interior Basics	2
COMM200 Communications 200	3

Semester 2 (28 hours/week)	Credits
CNST101 Computer Applications	3
INTR200 Interior Design 2	8
INTR201 Drafting and Detailing 2	5
INTR203 Freehand Drawing 2	3
INTR204 Textiles	2
INTR205 Perspective and Rendering	3
INTR206 Materials 1	2
COMM300 Communications 300	3

Semester 3 (27 hours/week)	Credits
CNST401 Work Preparation	2
INTR300 Interior Design 3	8
INTR301 Drafting and Detailing 3	3
INTR302 Art History 3	2
INTR303 Graphics	2
INTR304 Lighting (8i-weekly)	2
INTR305 Perspective and Rendering 2	3
INTR306 Materials 2	2
INTR307 Computer Aided Design 1	3

Semester 4 (25 hours/week)	Credits
INTR400 Interior Design 4	8
INTR401 Drafting and Detailing 4	2
INTR402 Art History 4	2
INTR404 Lighting 2	2
INTR405 Perspective and Rendering 3	3
INTR406 Materials 3	2
INTR409 Computer Aided Design 2	3
HUMA024 Humanities	3

Semester 5 (25 hours/week)	Credits
INTR500 Interior Design 5	8
INTR501 Drafting and Detailing 5	3
INTR502 Mechanical Systems	2
INTR504 Design Theory 2	2
INTR505 Perspective and Rendering 4	2
INTR509 Computer Aided Design 3	3
INTR510 Professional Practice	2
GNED General Education	3

Semester 6 (22 hours/week)	Credits
INTR600 Interior Design 6	8
INTR601 Drafting and Detailing 6	3
INTR609 Computer Aided Design 4	3
INTR610 3D Digital Imaging	3
INTR612 Facility Management	2
GNED General Education	3

Journalism

– Print and Broadcast

(Diploma)

School of Media Studies

Application Program Code 04751

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Most people's lives are affected by the news media: newspapers, magazines, television, and radio. The public has come to expect responsible, ethical reporting and high standards from journalists.

Humber's Journalism diploma program provides training in professional skills and instills a commitment to the concept of a free press, a cornerstone of a democratic society. The day has passed when an aspiring journalist without the appropriate education can easily find work in the news media. Humber's program offers courses to develop writing and editing techniques and styles in all media and academic courses aimed at providing a broad, general education.

In your third year, you will specialize in one of two pathways: print (newspaper and magazine) or broadcasting (radio and television). A one semester profile in creative writing and editing for publication is also offered. You will acquire first-hand experience as you intern with area media, including daily and community newspapers, magazines, radio and television.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Reading/writing assessment;
- Attendance at an assessment interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Journalism – Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Journalism – Print and Broadcast program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Carleton University, Ottawa, Ontario
- Charles Sturt University, Wagga Wagga, Australia
- Ryerson Polytechnic University, Toronto, Ontario
- University of Western Sydney Nepean, Sydney, Australia
- University of Windsor, Windsor, Ontario
- Wilfrid Laurier University, Waterloo, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Humber's journalism graduates are working as news reporters, editors and writers in newsrooms across Canada. They're employed by major dailies, community and specialty publications, CBC, CTV, TSN, radio stations and broadcast production companies.

CURRICULUM

Semester 1 (21 hours/week)		Credits
JRNL100	Fundamentals of Reporting	6
JRNL102	Societal Issues	3
JRNL114	Basic Photography	3
COMM201	Communications 201	3
HUMA024	Humanities	3
GNED	General Education	3
Semester 2 (21 hours/week)		Credits
JRNL201	Radio News 1	2
JRNL202	TV News 1	3
JRNL205	Newspaper Reporting 1	6
JRNL210	Issues Reporting	4
JRNL211	Interviewing Skills	3
COMM301	Communications 301	3
Semester 3 (22 hours/week)		Credits
JRNL214	News Photography	2
JRNL302	Magazine Writing	3
JRNL305	Radio News and Voice Training	3
JRNL306	Newspaper Reporting 2	3
JRNL311	TV Production	3
JRNL312	Societal Issues 2	2
JRNL315	Page Design for JRNL	3
GNED	General Education	3
Semester 4 (20 hours/week)		Credits
JRNL400	Magazine Editing and Production	3
JRNL402	Radio News 3	3
JRNL404	Newspaper Reporting 3	3
JRNL407	Opinion Writing	3
JRNL414	TV News/Videography	3
JRNL415	Digital Prepress for JRNL	2
GNED	General Education	3

Print Journalism

Semester 5 (18 hours/week)	Credits
JRNL504 Print Internship	6
JRNL511 Media Law	2
JRNL516* Advanced Newspaper	8
Or	
JRNL519* Advanced Magazine	8
JRNL522** Imaging for JRNL	1
JRNL601 Careers in Journalism	1

Semester 6 (18 hours/week)	Credits
JRNL516* Advanced Newspaper	8
Or	
JRNL519* Advanced Magazine	8
JRNL522** Imaging for JRNL	1
JRNL602 Print Internship 2	6
JRNL608 Entrepreneurial Skills	3

*Students who study Advanced Newspaper in the fall semester will study Advanced Magazine in the winter semester and vice-versa.

** Students who study Imaging for JRNL in the fall semester will not study it in the winter semester or vice-versa.

Broadcast Journalism

Semester 5 (18 hours/week)	Credits
JRNL509 Broadcast Internship	6
JRNL511 Media Law	2
JRNL512 Radio Production for Journalism	2
JRNL520* Advanced Radio News	7
Or	
JRNL521* Advanced TV News	9
JRNL601 Careers in Journalism	1

Semester 6 (18 hours/week)	Credits
JRNL512 Radio Production for JRNL	2
JRNL520* Advanced Radio News	7
Or	
JRNL521* Advanced TV News	9
JRNL605 Broadcast Internship 2	6
JRNL608 Entrepreneurial Skills	3

*Students who study Advanced Radio News in the fall semester will study Advanced TV News in the winter semester, and vice-versa.

Creative Writing Profile

Semester 5 (18 hours/week)	Credits
JRNL511 Media Law	2
JRNL530 Internship (Publishing)	6
JRNL531 Creative Writing	5
JRNL532 Publication Editing	4
JRNL601 Careers in Journalism	1

Semester 6 (18 hours/week)	Credits
JRNL530 Internship (Publishing)	6
JRNL531 Creative Writing	5
JRNL532 Publication Editing	4
JRNL608 Entrepreneurial Skills	3

Landscape Technician (Diploma)

School for the Built Environment

Application Program Code 01521

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This program provides you with a thorough knowledge of landscape design and development, site construction, general horticulture, grounds maintenance and related technologies. In-class studies combined with approved industry experience will give you a wide range of landscape and horticultural skills.

After completing the first year you will select a major area of study in either Landscape Horticulture or Urban Forestry/Arboriculture.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above) is strongly recommended;
- Attendance at an interview and/or information session where you will be required to complete a communications and mathematics assessment and a questionnaire to determine your interests and knowledge of careers available in the landscape industry;
- Applicants are encouraged to obtain related work experience before beginning the program. Consider working for a municipality, landscaping company, nursery or garden centre.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Landscape Technician program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Nova Scotia Agricultural College, Truro, Nova Scotia
- Olds College, Olds, Alberta
- University of Guelph, Guelph, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

ADDITIONAL INFORMATION

All students entering this program should ensure they received a tetanus injection or booster shot within the last 10 years. Equipment and materials used in this program could increase the risk of a tetanus infection, if appropriate preventative measures are not taken.

CAREER OPPORTUNITIES

Opportunities exist with landscape contractors, nurseries, garden centres, municipalities, golf courses and in technical sales. Many graduates have established their own companies or obtained senior supervisory positions within the industry.

ADDITIONAL COSTS

You must purchase textbooks and construction safety boots, hard hat, safety glasses and gloves. First year students should budget approximately \$650.00 for field trips, conferences, text-

books and supplies. Second year students should budget from \$400.00 (Landscape Horticulture) to \$900.00 (Arboriculture) for field trips, conferences, textbooks and supplies.

CURRICULUM

Semester 1 (21 hours/week)	Credits
LAND100 Landscape Drawing	3
LAND109 Plant Materials 1	3
LAND110 Introduction to Plant Science and Soils	3
LAND111 Horticulture and Arboriculture Practices	2
LAND112 Basic Surveying	2
LAND113 Construction Practices	2
LAND209 Pests, Diseases and Plant Protection	3
COMM200 Communications 200	3

Semester 2 (21 hours/week)	Credits
HLTH104 CPR Basic Life Support	1
HLTH107 First Aid	1
LAND200 Materials and Techniques	3
LAND210 Plant Materials 2	3
LAND212 Pesticide Licencing	2
LAND214 Co-op Placement	*4
LAND215 Personal Computing (MS Office)	3
LAND314 Equipment Maintenance	2
COMM300 Communications 300	3
HUMA024 Humanities	3

*Note: Not included in instructional hours per week.

Arboriculture Major

Semester 3 (25 hours/week)	Credits
LAND306 Arboriculture 1	3
LAND308 Pests of Woody Plants	3
LAND315 Arboriculture Field Instruction 1	8
TREE300 Tree Identification 1	3
TREE306 Arboriculture Science	3
TREE307 Chain Saw Maintenance	2
GNED General Education	3

Semester 4 (19 hours/week)	Credits
LAND405 Arboriculture 2	3
LAND417 Arboriculture Field Instruction 2	8
LAND422 Woody Plant Assessment	2
TREE408 Tree Identification 2	3
GNED General Education	3

Landscape Horticulture Major

Semester 3 (23 hours/week)	Credits
LAND301 Landscape Design 1	3
LAND304 Landscape Field Instruction 1	4
LAND306 Arboriculture 1	3
LAND317 Site Construction 1	2
LAND318 Plant Production	3
LAND319 Plant Materials 3	3
LAND510 Estimating 1	2
GNED General Education	3

Semester 4 (23 hours/week)	Credits
LAND400 Site Construction 2	2
LAND405 Arboriculture 2	3
LAND410 Landscape Field Instruction 2	4
LAND420 Landscape Design 2	3
LAND421 Plant Materials 4	3
LAND424 Computer Applications for Landscape	3
LAND610 Estimating 2	2
GNED General Education	3

Law and Security Administration

(Diploma)

School of Social and Community Services

Application Program Code 01241

Lakeshore Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This two year program is designed to prepare you for a career in the criminal justice system, including private policing, security, customs, immigration and corrections.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an orientation session;
- Completion of a questionnaire, English testing and general aptitude testing (the results will be used for selection purposes);
- A résumé, 2 reference letters (one academic, one from a community member).

Upon acceptance into this program, you will be required to complete a basic standardized first-aid certificate (St. John Ambulance First-aid Certificate is recommended) and a cardiopulmonary resuscitation course (Basic CPR is recommended).

Note: Some law enforcement agencies have minimum height, weight, age, and vision standards. Further, mental and physical health, and good moral character and habits may be required. Employers who provide field placement opportunities may require students to undergo a police record check for criminal offences, and mandatory bonding is a requirement for some sectors of the law and security field. It is important for potential students to understand that the requirements noted above are beyond the control of Humber College and may prevent students from completing the full program, including the field placement portion, and/or securing employment. Applicants are advised to check the requirements for specific positions in which they are interested before enrolling in this program.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

The College reserves the right to deny admission to this program based on an unpardoned criminal record that would be relevant to the academic or placement requirements of the program. Community volunteer experience is highly recommended and may be taken into account for selection purposes.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Law and Security Administration program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Guelph, Guelph, Ontario

- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of the Law and Security Administration program have many career options including private security officer or investigator, customs officer, immigration officer, correctional officer, and loss prevention or plant protection officer. As noted earlier, some of these positions may be subject to height, weight, age, vision, character, criminal record, bonding and citizenship requirements.

ADDITIONAL COSTS

Applicants to this program may be required to pay a testing fee.

CURRICULUM

Note: The Law and Security Administration program, and the Police Foundations program share a common first year. See the Police Foundations program for more information.

Semester 1 (19 hours/week)	Credits
PFP.101 Criminal Justice System	3
PFP.103 Sociology and Canadian Society	3
PFP.105 Political Science	3
PFP.106 Principles of Ethical Reasoning	3
PFP.107 Issues in Diversity/First Nations Peoples	3
PFP.108 Fitness and Lifestyle Management 1	1
COMM200 Communications 200	3

Semester 2 (19 hours/week)	Credits
PFP.201 Criminology	3
PFP.202 Interpersonal and Group Dynamics	3
PFP.203 Contemporary Social Problems	3
PFP.205 Public Administration	3
PFP.206 Community and Social Services	3
PFP.208 Fitness and Lifestyle Management 2	1
COMM300 Communications 300	3

Semester 3 (22 hours/week)	Credits
LASA213 Forensics	3
LASA301 Field Practice	3
LASA308 Investigative Techniques	3
LASA314 Perspectives on Immigration	3
LASA319 Wellness in Law Enforcement 3	2
LASA413 Public Policing in Society	4
LASA418 Theories/Methods of Corrections	4

Semester 4 (24 hours/week)	Credits
LASA210 Private Policing in Society	4
LASA214 Criminal Law	4
LASA217 Customs Practices	4
LASA313 Youth and Justice	3
LASA407 Psychology in Law Enforcement	4
LASA419 Wellness in Law Enforcement 4	2
LASA420 Conflict Management	3

The college reserves the right to modify, change the sequence or otherwise alter these courses.

Law Firm Profile

– Office Administration

(Certificate)

School of Business

Application Program Code 0214L

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September and January

This program, offered in co-operation with Toronto's most prominent law firms, combines theoretical knowledge and 'hands on', practical training in legal administration responsibilities related to corporate, real estate, and litigation practice with paid field placements for eight weeks. It is suited to individuals who want to build a legal career on a foundation of previous business experience or post secondary education.

The graduate will possess both the theoretical knowledge and practical experience to be able to co-ordinate and manage the following administrative responsibilities delegated by legal practitioners:

- Drafting and preparing legal documents, instruments, and accounts utilizing specialized legal computer software;
- Establishing client records and initiating legal accounting transactions;
- Liaising with clients, lawyers, and government and court officials in the execution of legal matters;
- Ensuring compliance with statutory limitations, procedural practices, and filing/registering provisions.

ADMISSION REQUIREMENTS

- Two years of business experience or post secondary education; or a combination thereof;
- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above) is recommended;
- College level scores on communications proficiency tests of sentence skills and reading comprehension;
- Successful completion of keyboarding proficiency test using the touch method at 30 words per minute;
- Attendance at personal interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates are generally hired for junior or intermediate positions in law firms, legal departments of private industry or government, court offices, and university faculties of law. Promotional opportunities include supervisory or training responsibilities, or positions as law clerks.

CURRICULUM

Semester 1 (25 hours/week)	Credits
LANG120 Proofreading and Editing	4
OALG100 Simulated Legal Procedures	10
OALG104 Supervisory Management	4
OALG105 Legal Software Applications 1	3
OALG106 Legal Transcription Applications	4
Semester 2 (25 hours/week)	Credits
OALG201 Integrated Legal Procedures	10
OALG202 Dockets and Records	4
OALG204 Personal Presentation Skills	4
OALG206 Legal and Business Issues	4
OALG207 Legal Software Applications 2	3

Legal – Office Administration

(Diploma)

School of Business

Application Program Code 02071

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This program combines theoretical knowledge and 'hands on', practical training in legal administration responsibilities related to corporate, real estate, and litigation practice. Work placements in legal offices enhance the student's learning. The graduate will possess both the theoretical knowledge and practical experience to be able to co-ordinate and manage the following administrative responsibilities delegated by legal practitioners:

- Drafting and preparing legal documents, instruments, and accounts utilizing specialized legal computer software;
- Establishing client records and initiating legal accounting transactions;
- Liaising with clients, lawyers, and government and court officials in the execution of legal matters;
- Ensuring compliance with statutory limitations, procedural practices, and filing/registering provisions.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Recommend keyboarding proficiency using the touch method at 25 words per minute.

Note: Applicants with secondary school secretarial credits or with related work experience may apply for exemption from some courses. Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates are generally hired for junior or intermediate positions in law firms, legal departments of private industry or government, court offices, and university faculties of law. Promotional opportunities include supervisory or training responsibilities, or positions as law clerks.

CURRICULUM

Semester 1 (19 hours/week)	Credits
LANG103 Grammar and Editing	4
OAGN110 Computer Concepts and Applications	8
OAGN111 Procedures for Administration	4
HUMA024 Humanities	3
Semester 2 (21 hours/week)	Credits
LANG203 Writing Skills – Office Administration	3
LAW5111 Business Law	3
OAGN200 Transcribing Taped Dictation	4
OALG200 Legal Procedures – Introductory	8
GNED General Education	3
Semester 3 (23 hours/week)	Credits
LANG303 Business Writing Skills – Office Administration	3
OAGN301 Software Applications 1	3
OALG300 Legal Procedures – Corporate and Real Estate	10
OALG301 Transcribing Legal Taped Dictation	4
GNED General Education	3
Semester 4 (19 hours/week)	Credits
OAGN400 Administrative Management	3
OAGN402 Software Applications 2	3
OALG400 Legal Procedures – Litigation	10
OALG401 Legal Dockets and Records	3

Legal Assistant (Diploma)

School of Business

Application Program Code 02031

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

This two year diploma program is designed to develop the skills and capabilities required to work within a legal setting. This is accomplished in courses using a combination of critical thinking, theory and application in course content.

The courses in the first two semesters concentrate on areas of law and skill development generally needed by everyone within the legal services sector. At the end of semester two, you will choose between one of two profiles. In the regular legal assistant profile, you will study those subjects and develop skills needed to work under the supervision and guidance of a lawyer. The paralegal profile is designed to develop skills and knowledge needed to work as a service provider to lawyers and, in restricted circumstances, to the public.

This program will appeal to students with good communication and organizational skills, who have an attention to detail, an ability to work under pressure, and are flexible. Practical experience is provided in a field practice opportunity in the final semester of each profile. You may decide to return for a third year to take the alternate profile.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma (at or above general level, or equivalent, or mature student status);
- Grade 12 English (general level or above). In the case of oversubscription, preference will be given to students with strong English skills, both written and spoken;
- Grade 12 mathematics (general level or above);
- Successful completion of a computerized reading, comprehension and writing assessment;
- Keyboarding experience recommended.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates in the regular profile are usually employed by lawyers, law firms, legal departments of corporations, government departments and agencies, crown corporations, insurance companies, financial institutions and developers. Most work is performed under the guidance and supervision of lawyers.

Graduates of the paralegal profile, in addition to what is stated in the previous paragraph, may become independent service providers to lawyers, and in restricted circumstances, to the public, and may be self-employed or work for a paralegal or search firm.

CURRICULUM

Note: The curriculum as stated hereunder is subject to review and may be changed. The College disclaims any responsibility/liability for loss that may be occasioned to any student or graduate as a result of the review and consequent change in curriculum.

Semesters 1 and 2 are the same for all students. In Semesters 3 and 4 you specialize in the regular or paralegal profiles.

Semester 1 (20 hours/week) Credits

LAWS105 Professional Conduct in a Legal Environment	4
LAWS111 Business Law	3
LAWS104 Criminal Law Procedures	4
OAGN152 Keyboarding and WP Applications	3
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (22 hours/week) Credits

BACC105 Law Office Accounting	4
LAWS208 Corporate Law	4
LAWS209 Land Law	4
LAWS210 Legal Research	4
COMM300 Communications 300	3
GNED General Education Elective 1	3

Regular Profile

Semester 3 (20 hours/week) Credits

BMGT015 Job Search	1
LAWS203 Title Searching	4
LAWS205 Family Law	4
LAWS206 General Insurance Law	4
LAWS310 Litigation 1	4
OAGN253 Legal Document Assembly	3

Semester 4 (15 hours/week) Credits

LAWS305 Estate Administration	4
LAWS401 Field Practice	4
LAWS404 Debtor/Creditor	4
LAWS407 Litigation 2	4
GNED General Education Elective 2	3

Paralegal Profile

Semester 3 (21 hours/week) Credits

LAWS309 Landlord and Tenant Law	4
LAWS502 Small Claims Procedures and Practice	6
LAWS503 Conveyancing and Title Searching	4
LAWS504 Search and Collection Procedures	4
MKTG418 Small Business/Entrepreneurship	3

Semester 4 (18 hours/week) Credits

LAWS505 Provincial Offences	4
LAWS506 Administrative Tribunals	4
LAWS508 Ethics/Unauthorized Practice	3
LAWS509 Field Practice	4
GNED General Education Elective 2	3

Mechanical Engineering

School of Manufacturing Technology and Design

Internet: www.humberc.on.ca

Artificial intelligence and computer-aided geometric design now guide us in the design of automobiles, agricultural and industrial machinery. Computers manage production, energy and the environment. The mechanical engineering programs of the School of Manufacturing Technology and Design will train you on industrial equipment for planning programming and operating. You will work in our computer integrated manufacturing facility, with its automatically guided vehicle, robots and computer controlled machinery. You will work with a flexible manufacturing system, one of the first in a North American college. You will use the latest computer-aided design and manufacture (CAD/CAM/CNC) software.

All the mechanical programs share a common first semester of foundation mechanical, and an almost identical second semester. This foundation allows you to register in the mechanical technology program of your choice, knowing that you can transfer between program options without having to repeat or take additional courses. Our academic advisors will help you make the right decision.

The School of Manufacturing Technology and Design will focus on the following areas of engineering:

1. Electro-mechanical Engineering - Mechatronics Profile;
2. Mechanical Engineering - CAD/CAM Profile (Computer Aided Design/Computer Aided Manufacturing);
3. Mechanical Engineering Engineering - Design Profile;
4. Plastics Engineering.

All these areas of study are offered as:

- 2 year program (Technician Diploma)
- 3 year program (Technology Diploma)

Mechanical Engineering Technician

CAD/CAM Profile

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 3060G

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The four semester program encompasses the theory and skills to produce engineering drawings using computer aided drafting (CAD) equipment and to operate and program computer numerical control (CNC) machine tools. You will gain knowledge of materials and mechanical solutions for the design and manufacture of mechanical parts and assemblies. You will gain practical knowledge through individual projects using the computer equipment,

the latest computer aided manufacturing (CAM) programs, and CNC machinery (includes a 5-axis machining centre). Our computer labs are open overnight, and the CNC lab is open until midnight, including weekends.

In our CNC courses, you will program and manufacture several metal parts of growing complexity in each semester, with an instructor's guidance, but with a minimum of direct supervision.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit; Note: We strongly recommend that you take physics as your senior science although other sciences and technological sciences are acceptable.
- Functional knowledge/skills in PC computer operation (Windows, word processing, spreadsheet) is highly recommended.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CURRICULUM

Semester 1 (Mechatronics, CAD/CAM, Engineering Design, Plastics) (24 hours/week) Credits

MECH103	Electromechanical Controls	4
MECH106	Workshop Practices	3
MECH108	Engineering Graphics	4
MECH204	Computer Applications	3
MECH207	Engineering Materials	4
TMAT105	Mathematics 1	3
COMM200	Communications 200	3

Semester 2 (CAD/CAM) (20 hours/week) Credits

MANF201	Numerical Control 1	3
MCAM200	Fixture Design (AutoCAD)	4
MCAM202	Numerical Control Setup	4
MECH107	Manufacturing Processes	3
TMAT204	Mathematics 2	3
COMM300	Communications 300	3

Semester 3 (CAD/CAM) (23 hours/week) Credits

MANF301	Numerical Control 2	4
MANF402	Manufacturing Process Planning	4
MANF403	CAM 1	4
MCAM301	Tool and Advanced Fixture Design	4
MCAM302	Industrial Controls	4
GNED	General Education	3

Semester 4 (CAD/CAM) (22 hours/week) Credits

MANF401	CAM 2	4
MCAM400	Computer Applications in Manufacturing	4
MECH305	Advanced Manufacturing Systems (Robotics 1)	3
MECH604	Engineering Report	4
HUMA024	Humanities	3
GNED	General Education	3

Mechanical Engineering Technician

Engineering Design Profile (Diploma)

School of Manufacturing Technology and Design

Application Program Code 3060D

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

As a graduate of the Mechanical Engineering Technician – Engineering Design Profile program, you will be prepared to apply design principles and practices to a variety of engineering and design problems.

This four semester program encompasses the theory and skills to draw engineering drawings using the latest in computer aided drafting (CADD) equipment. You will gain a thorough knowledge of materials and mechanical solutions for the design and manufacture of mechanical parts and assemblies.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit; Note: We strongly recommend that you take physics as your senior science although other sciences and technological sciences are acceptable.
- Functional knowledge/skills in PC computer operation (Windows, word processing, spreadsheet) is highly recommended.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Mechanical Engineering Technology – Engineering Design Profile diploma program, listed in the Post Graduate Programs section of this publication.

CAREER OPPORTUNITIES

Graduates may expect to find employment in drafting and design, computer aided design drafting, estimating and in technical sales.

CURRICULUM

Semester 1 (Mechatronics, CAD/CAM/CNC, Engineering Design, Plastics) (24 hours/week) Credits

MECH103	Electromechanical Controls	4
MECH106	Workshop Practices	3
MECH108	Engineering Graphics	4
MECH204	Computer Applications	3
MECH207	Engineering Materials	4
TMAT105	Mathematics 1	3
COMM200	Communications 200	3

Semester 2 (Mechatronics) (22 hours/week) Credits

MDES201	Mechanical Design Drafting 1	4
MDES202	Mechanics	4
MECH107	Manufacturing Processes	3
MECH203	CAD (AutoCAD)	4
TMAT204	Mathematics 2	4
COMM300	Communications 300	3

Semester 3 (Engineering Design) (23 hours/week)

Credits

MANF201	Numerical Control 1	4
MANF402	Manufacturing Process Planning	4
MCAM302	Industrial Controls	4
MDES300	Die Design	4
MTRN201	Mechanical Power Elements	4
GNED	General Education	3

Semester 4 (Engineering Design) (22 hours/week)

Credits

MDES301	Mechanical Design Drafting 2	4
MDES400	Machine Design	4
MECH401	Strength of Materials	4
MECH604	Industrial Attachment/Engineering Report	4
HUMA204	Humanities	3
GNED	General Education	3

Microcomputer Management

(Diploma)

School of Business – Lakeshore Campus

Application Program Code 02221

Lakeshore Campus

Internet: www.humberc.on.ca

Four consecutive semesters, beginning in September and January

In this four consecutive semester program, you will develop microcomputer skills in business. You will learn to develop and integrate PC applications such as word processing, spreadsheets, data base, presentation, publishing, accounting, and programming in a business environment. You will learn about the Internet and set up your personal web page. Further, you will gain 'hands on' experience in setting up PCs and in local area network administration. The field placement component in the final semester lets you practice your new skills in a real working environment.

COMPUTER FACILITIES

At Lakeshore Campus, our hardware facilities and software packages are constantly being updated to meet or exceed industry standards, and our faculty have been selected for their microcomputing industry experience and teaching skills. Internet access is provided in our student labs.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Our graduates work for large and small businesses, governments and schools.

Employers who have hired our graduates include KPMG, Manulife and IBM. Specific jobs available to our graduates include customer support representative, programmer, software support specialist, help desk consultants, and network technicians.

CURRICULUM

Semester 1 (20 hours/week)	Credits
ISYS114 Windows Applications	5
ISYS132 Math for Computer Applications	4
ISYS142 Computer Hardware	5
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (21 hours/week)	Credits
ISYS283 Computerized Accounting 1	3
ISYS285 Business Presentations	3
ISYS410 Visual Basic Programming	6
ISYS411 Internet Applications for Business	3
COMM300 Communications 300	3
GNED General Education	3

Semester 3 (20 hours/week)	Credits
ISYS292 Networks	5
ISYS293 Field Placement Prep	2
ISYS314 Desktop Publishing	3
ISYS332 Computerized Accounting 2	3
ISYS420 Visual Basic with Database Applications	4
GNED General Education	3

Semester 4 (20 hours/week)	Credits
ISYS294 Training Methods	3
ISYS312 Application Systems Project	5
ISYS342 LAN Administration	5
ISYS343 Entrepreneurship	3
ISYS352 Field Placement	4

Multimedia Design and Production Technician

(Diploma)

School of Media Studies

Application Program Code 10321

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

Multimedia communications is an expanding field which offers varied employment opportunities to the Humber graduate. With the rapid increase in the use of new communications technology for entertaining, educating, marketing and training, people who are skilled in media presentation, equipment, distribution systems and related software are in demand.

Your future begins when you start your studies in interactive multimedia programming, computer graphics, television production, scripting, lighting, photography, electronic publishing, digital video, audio recording and the business aspects of the communications industry.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an orientation / assessment session;
- Résumé and three work or study-related references;
- A 200 word statement on how you would apply what you learn in the program to your career in the multimedia industry.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Multimedia Design and Production Technician program may be eligible to apply their academic credits towards further study at the following university and /or association:

- University of Western Sydney Nepean, Sydney, Australia

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of Humber's Multimedia Design and Production Technician program work in large and small organizations with media production and presentation facilities. They perform interrelated media support services in sales organizations, training facilities, government ministries, public service commissions, educational institutions, libraries, health services, multimedia production corporations and studios, exhibition facilities, closed-circuit television facilities and audio visual rental and staging companies.

INTERNSHIP

In your last semester, you will do a practical field work component two days a week. The other three days will be devoted to completing classroom work and developing the portfolio you will present to potential employers.

CURRICULUM

Semester 1 (22 hours/week)		Credits
AVIS106	Multimedia Design	3
AVIS107	Computer Tools 1 (Windows)	3
AVIS111	Digital Capture: Static Images	3
AVIS114	Computer Tools 2 (Macintosh)	3
AVIS212	Electronic Publishing	3
AVIS215	Digital Stills Editing	4
COMM200	Communications 200	3
Semester 2 (22 hours/week)		Credits
AVIS112	Digital Capture: Moving Images	4
AVIS211	Multimedia Presentations 1	4
AVIS214	Digital Audio	4
AVIS308	Digital Video	4
COMM300	Communications 300	3
HUMA024	Humanities	3
Semester 3 (19 hours/week)		Credits
AVIS306	Multimedia Presentations 2	4
AVIS316	Web Site Design 1	4
AVIS320	3D Digital Animation	4
AVIS325	Digital Compositing	4
GNED	General Education	3
Semester 4 (18 hours/week)		Credits
AVIS312	Multimedia Business	2
AVIS319	Web Site Design 2	4
AVIS400	Field Work (Concurrent)	9
GNED	General Education	3

Music

(Diploma)

School of Performing Arts

Application Program Code

Bass	01371
Guitar	01373
Keyboard	01374
Percussion	01375
Trombone	01376
Trumpet	01377
Vocal	01379
Woodwind	01370

Lakeshore Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Unique in Canada, our music diploma program has received international acclaim. We are known for our dedication to teaching jazz and commercial music and our ensembles, faculty and alumni.

All students take the same courses in the first year; you may then choose from three major areas: writing, performing or a combination of both. During your three years at Humber, you will participate in ensembles and will be encouraged to compose original music and arrange existing repertoire for performance. You may elect to major in one of the following areas: bass, guitar, keyboard, drums/percussion, trumpet, trombone, saxophone, voice or woodwind.

To keep students abreast of advances in music technology, Humber offers instruction in synthesis, midi and computer-assisted score production.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Audition on one instrument (bass, brass, guitar, keyboard, percussion, vocal, saxophone, clarinet, flute).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Music program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Capilano College, North Vancouver, British Columbia
- Carleton University, Ottawa, Ontario
- Queen's University, Kingston, Ontario
- University of Toronto, Toronto, Ontario
- University of Western Ontario, London, Ontario
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

Note: Informal agreements exist with most North American

schools offering undergraduate study in Jazz Performance. The same informal agreements exist with specific American schools for graduate study in Jazz Performance. For details, please contact Brian Lillos, Director, Jazz Study at (416) 675-6622, ext. 3532.

CAREER OPPORTUNITIES

- Graduates find work performing, teaching, arranging, composing and copying.

CURRICULUM

Semester 1 (21 hours/week)	Credits
MMIW100 Major Instrument Workshop	2
MUSC102 Basic Improvisation 1	2
MUSC103 Ear Training 1	2
MUSC107 Theory 1	4
MUSC109 Jazz History 1	2
Ensembles*	2
Major Instrument 1	4
COMM200 Communications 200	3
Semester 2 (21 hours/week)	Credits
MMIW200 Major Instrument Workshop 2	2
MUSC202 Basic Improvisation 2	2
MUSC203 Ear Training 2	2
MUSC207 Theory 2	4
MUSC209 Jazz History 2	2
Ensembles*	2
Major Instrument 2	4
COMM300 Communications 300	3
Semester 3 (23 hours/week)	Credits
MUSC303 Ear Training 3	2
MUSC306 Theory 3	4
Ensembles*	4
Major Instrument 3	4
Music Electives**	6
HUMA024 Humanities	3
Semester 4 (23 hours/week)	Credits
MUSC403 Ear Training 4	2
MUSC406 Theory 4	4
Ensembles*	4
Major Instrument 4	4
Music Electives**	6
GNED General Education	3
Semester 5 (23 hours/week)	Credits
Ensembles*	4
Major Instrument 5	4
Music Electives**	12
GNED General Education	3
Semester 6 (23 hours/week)	Credits
Ensembles*	4
Major Instrument 6	4
Music Electives**	12
GNED General Education	3

*Ensembles will be assigned by the faculty.

**Electives will be chosen by the students in consultation with the faculty.

134 credits from required courses, ensembles and music electives are needed for graduation.

Music Elective Courses

Writing Electives		Credits
MELC309	Arranging 3	4
MELC409	Arranging 4	4
MELC310	Composition 3	4
MELC410	Composition 4	4
MELC509	Arranging 5	4
MELC609	Arranging 6	4
MELC515	Composition 5	4
MELC615	Composition 6	4

Note: Students taking writing electives are encouraged to take Functional Keyboard classes (see General courses below) beyond the required levels 1 and 2.

Performance Electives		Credits
MELC321	Intermediate Improvisation 3	2
MELC421	Intermediate Improvisation 4	2
MELC521	Advanced Improvisation 5	2
MELC621	Advanced Improvisation 6	2
MELC313	Repertoire Development 3	2
MELC413	Repertoire Development 4	2
MDBL101	Bass Doubling 3	2
MDBL201	Bass Doubling 4	2
MELC332	Instrumental Solo Performance 3	4
MELC432	Instrumental Solo Performance 4	4
MELC512	Solo Performance 5 (Vocal and Instrumental)	4
MELC612	Solo Performance 6 (Vocal and Instrumental)	4
	Major Instrument Performance 5	4
	Major Instrument Performance 6	4
MELC522	Jazz Repertoire Development 5	2
MELC622	Jazz Repertoire Development 6	2
MELC337	Accompaniment 3	2
MELC437	Accompaniment 4	2
MELC333	Vocal Solo Performance 3	4
MELC433	Vocal Solo Performance 4	4
MELC339	Repertoire Development (Percussion) 3	2
MELC439	Repertoire Development (Percussion) 4	2

General Music Electives		Credits
MELC303	Survey of Film Music	2
MELC304	Survey of Broadway Musicals	2
MELC306	Functional Keyboard Technology	

Nursing

(Diploma)

School of Health Sciences

Application Program Code 07021

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September and January

The nursing program will prepare you to assist clients and families to stay well, adapt to illness and cope with the dying process. Through humanities courses, you learn about the individual, the family and community and examine the influences on behaviour through lifestyle, growth and development. Throughout the program, professional, moral, legal and ethical issues encountered in nursing are discussed. Clinical practice will enable you to increase knowledge application, skill and confidence in nursing judgement and decision making. Upon successful completion of the program you are eligible to write the Provincial Nurse Registration Examination with the College of Nurses of Ontario. Graduates wishing to be registered will be asked by the College of Nurses to sign a declaration of their status regarding:

- Citizenship/Permanent Residence/Immigration;
 - Any convictions of a criminal offence under the Narcotic Control Act or the Food and Drug Act;
 - Being a subject of proceedings with respect to professional misconduct, incompetence or incapacity in Ontario in another health profession or in another jurisdiction in nursing or in another health profession;
 - Any mental or physical disorder which makes it desirable in the public interest that the person not practice nursing.
- These conditions will also apply throughout your program.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Two different senior level sciences at the general level (chemistry, physics or biology);
- Pre-admission testing (reading comprehension, math, physical and biological sciences) Fee \$35.00.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Nursing program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Consortium II, Toronto, Ontario
- Lakehead University, Thunder Bay, Ontario
- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- Queen's University, Kingston, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- University of Ottawa, Ottawa, Ontario
- University of New Brunswick, Fredericton, New Brunswick
- University of Western Ontario, London, Ontario
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

NURSING, CONTINUED...

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

ADDITIONAL REQUIREMENTS FOR NURSING PRACTICE

The College reserves the right to deny admission to this program based on an unpardoned criminal record that would bear relevance to the academic or placement requirements of the program.

- Personal health review by a physician (Ontario Hospital Act requires that all people working in hospitals be free of all communicable diseases).

Note: Applicants approved to this program must obtain a hepatitis vaccine prior to the field placement components of the program. Further details about the vaccine may be obtained by contacting the Health Services Centre. Students must have a two-step Mantoux test before going into the clinical area. This may be conducted at the North Campus by the Health Services Centre.

- Basic Cardiac Life Support Certificate (CPR-BCLS);
- First Aid Certificate;

In-coming Registered Practical Nurses should show proof of current registration with the College of Nurses of Ontario in order to challenge for exemptions in some of the first year courses.

INTERESTS AND SKILLS

You should enjoy meeting and working with people of all ages and should be in good physical and mental health. Volunteer experience in hospitals can be helpful in adjusting to the hospital setting. Ability to problem solve, good reading and writing skills, and independent physical mobility and manual dexterity are essential.

CAREER OPPORTUNITIES

Registered nurses work in acute and chronic-care hospitals, community health agencies, homes for the elderly, industry, doctors' offices, and walk-in clinics.

ADDITIONAL COSTS

Most program texts are purchased in the first year; approximate costs would be about \$900.00 in first year, \$200.00 in second year and \$100.00 in third year. Uniforms, including shoes and stockings, cost about \$180.00 during the three years. Supplies ie. pens, paper, parking, etc. cost about \$100.00 per semester.

CLINICAL PLACEMENT

Clinical placements are located throughout Metropolitan Toronto and the surrounding areas of York and Peel. Students will be required to access any agency within this area. Placements include acute care, long-term care, rehabilitation, psychiatry, and community facilities.

CURRICULUM

Note: All courses in each year must be completed before you progress into the next year.

Semester 1 (24 hours/week)	Credits
BIOS101 Human Anatomy and Physiology 1	4
LANG101 Writing Skills for Health Sciences	3
NURS110 Nursing 1	4
NURS101 Nursing Practice 1	5
NURS102 Health Assessment	2
PSYC001 Psychology – An Introduction	3
SOC1002 Introduction to Sociology	3

Semester 2 (24 hours/week)	Credits
BIOS211 Anatomy and Physiology 2	4
NURS220 Nursing 2	3
NURS201 Nursing Practice 2	12
NURS207 Nursing Pharmacotherapeutics 1	2
PSYC002 Psychology – Developmental	3

Spring Semester (96 hours)

NURS221 Nursing Practice Consolidation 1	6
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Semester 3/4 (24 hours/week)	Credits
NURS307 Nursing Pharmacotherapeutics 2	2
NURS308 Nursing Practice 3 (Medical Surgery)	7
NURS312 Nursing Pathotherapeutics 1	2
NURS330 Nursing 3	3
HUMA024 Humanities	3

One of the following:

NURS304 Nursing Practice 3A (Mental Health)	7
NURS305 Nursing Practice 3B (Rehabilitation)	7
NURS306 Nursing Practice 3C (Community)	7
NURS309 Nursing Practice 3D (Maternal/Child)	7

Semester 3/4 (24 hours/week)	Credits
NURS408 Professional Issues in Nursing	1
NURS409 Ethical Issues in Nursing	1
NURS412 Nursing Pathotherapeutics 2	3
NURS440 Nursing 4	5

Two of the following:

NURS304 Nursing Practice 3A	7
NURS305 Nursing Practice 3B	7
NURS306 Nursing Practice 3C	7
NURS309 Nursing Practice 3D	7

Spring Semester (64 hours)	Credits
NURS441 Nursing Practice Consolidation 2	4

Semester 5 (23 hours/week)	Credits
NURS501 Nursing Practice 5 (Medical Surgery)	7
NURS502 Leadership in Nursing	4
NURS504 Health Information Systems	2
NURS550 Nursing 5	3

One of the following:

NURS304 Nursing Practice 3A	7
NURS305 Nursing Practice 3B	7
NURS306 Nursing Practice 3C	7
NURS309 Nursing Practice 3D	7

Semester 6 (41 hours/week)	Credits
NURS611 Pre-Graduate Nursing Practice	38
NURS660 Nursing 6	3

Occupational Therapist Assistant

(Certificate)

School of Health Sciences

Application Program Code 07461

North Campus

Internet: www.humberc.on.ca

Two sixteen week semesters, plus eight weeks field practice, beginning in September

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Senior biology or an equivalent life sciences course at the general level;
- Pre-admission questionnaire identifying your goals, and your knowledge and commitment to the field of rehabilitation (Occupational Therapy and/or Physiotherapy);
- Pre-admission testing for writing skills and reading comprehension, and biology (Fee \$35.00);
- Preference will be given to individuals who have significant, documented practical experience in rehabilitation;
- Current Basic CPR and Standard First Aid Certificates;
- Attendance at a program information session.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL INFORMATION

The college reserves the right to deny admission to this program based on an unpardoned criminal record that would bear relevance to the academic or placement requirements of the program. This is a ten month program with field placements in the last two months (Semester 3). Students must be prepared to make accommodation arrangements in Toronto in order to complete the placements in this region.

ADDITIONAL COSTS

Textbooks cost about \$700.00, uniforms for field placement cost about \$150.00.

INTERESTS AND SKILLS

People who are interested in a career as an occupational therapist assistant should be in good physical, mental, and social health. They should enjoy meeting people and enjoy the challenge of creative problem-solving. Other desirable personal qualities are patience, persistence, empathy and a genuine interest in promoting the well-being and independence of others.

CAREER OPPORTUNITIES

Occupational therapist assistants work in rehabilitation departments in acute care and long term care facilities and community agencies.

CURRICULUM

Semester 1 (22 hours/week)	Credits
BIOS116 Anatomy and Physiology	4
GERN101 Introduction to Gerontology	1
LANG101 Writing Skills	3
OPTA101 Orientation to Rehabilitation	2
OPTA104 Normal Functional Movement	4
OPTA105 The Health Care System	2
OPTA106 Practical Orientation to Rehabilitation	2
PSYC002 Psychology - Developmental	3
OPTA107 Seminar for Field Placement	1

Semester 2 (22 hours/week)	Credits
OAGN153 Computer Applications in Health Care	1
OPTA201 Disabling Conditions	4
OPTA202 Communication Disorders	2
OPTA203 Ethical Issues	1

Occupational Therapist Assistant Program Specific Courses

	Credits
OCTA201 Therapeutic Skills for OTA 1	3
OCTA202 Therapeutic Skills for OTA 2	3
OCTA203 Psychiatric Disorders	2
OCTA204 OTA Practical Experiences	6

Semester 3 (8 weeks 35 hours/week)

OCTA301, OCTA302 OTA Field Experience

Package and Graphic Design

(Diploma)

School of Media Studies

Application Program Code 04711

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Humber College's unique package design program will teach you the business of designing, manufacturing and marketing of packaging.

You will learn computer design, graphic design, three-dimensional design, the relationship of design objectives to technological and marketing requirements, materials and their limitations, and the economics of the packaging industry. The program emphasizes the psychology of colour and design, product protection, government regulations affecting the package, printing and reproduction processes, and the impact of consumerism on the design process. In the sixth semester, you will be placed in a co-operative work situation in a design studio, packaging plant, packaging printer or research facility.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an orientation/assessment interview to present a portfolio of about ten original work samples drawn from crafts, designs or sketches.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Package and Graphic Design – Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

CAREER OPPORTUNITIES

Package designers work in design studios and in the packaging industry. You could specialize in structural design for corrugated and paper board plants or you could work for design studios in packaging design. You could produce computer pre-press artwork for printing houses or photo engravers. Some graduates have gone into sales, research or marketing for large packaging houses and advertising agencies.

ADDITIONAL COSTS

You can plan to spend \$300.00 to \$500.00 per semester for art supplies and equipment.

CURRICULUM

Semester 1 (24 hours/week)

	Credits
PACK100 Packaging Graphics 1	3
PACK101 Packaging Design 1	3
PACK102 Packaging Typography 1	3
PACK104 Packaging Studio Methods 1	3
PACK105 Drawing 1	3
PACK106 Basic Computers 1	3
COMM200 Communications 200	3
HUMA024 Humanities	3

Semester 2 (22 hours/week)

	Credits
PACK200 Packaging Graphics 2	3
PACK201 Packaging Typography 2	3
PACK202 Packaging Technology 2	2
PACK203 Packaging Studio Methods 2	3
PACK205 Technical Illustration 1	3
PACK206 Perceptions and Colour	3
PACK208 Basic Computer 2	2
COMM300 Communications 300	3

Semester 3 (24 hours/week)

	Credits
PACK301 Materials and Testing 1	2
PACK302 3-Dimensional Design 1	8
PACK303 Printing Processes 1	3
PACK304 Packaging Machinery 1	2
PACK305 Government Regulations 1	3
PACK306 Marketing Design Objectives 2	3
PACK307 Desktop Design 1	3

Semester 4 (23 hours/week)

	Credits
PACK401 Materials and Testing 2	3
PACK403 Printing Machinery 2	2
PACK404 Packaging Machinery 2	2
PACK405 Resource Management	2
PACK409 Desktop Design 2	3
PACK412 3-Dimensional Design 2	6
GNED General Education	3

Semester 5 (21 hours/week)

	Credits
PACK501 Packaging for the Future	3
PACK504 Computer Graphics	3
PACK506 Packaging CAD	3
PACK508 Package Design Option A	10
GNED General Education	3

Semester 6 (20 hours/week)

	Credits
PACK601 Packaging Research 6	6
PACK600 Co-op Program (Field Work)	14

Paramedic (Certificate)

School of Health Sciences

Application Program Code 07621

North Campus

Internet: www.humberc.on.ca

Two semesters, plus six weeks in the spring, beginning in September

You will learn to provide basic and intermediate emergency care and reduce situational hazards to patients. The program features courses in theoretical and clinical aspects of emergency patient care, biology and social sciences.

Graduates receive a Paramedic certificate and are eligible for certification as a Paramedic in Ontario.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Senior level biology and chemistry (both at or above the general level);
- Pre-admission test for senior level biology, chemistry, writing skills and English (Fee \$35.00);
- Fitness assessment (20 push-ups, 20 abdominal crunches);
- Current CPR Basic Rescuer (level C) and Standard First Aid certifications (certificates should be obtained before pre-admission testing);
- Current full class G or G2 drivers licence.

Note: The college reserves the right to deny admission to this program based on an unpardoned criminal record.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

For Field Placement

To be assigned a field placement you must have been immunized against hepatitis B, poliomyelitis, tetanus and diphtheria. You must possess valid CPR, Basic Rescuer and Standard First Aid certificates and tested negative on the two-step Mantoux tuberculin test.

Employers who provide field placements will require a criminal record check for criminal offences.

For Employment Purposes

You must have a valid Class F driver's licence and be 18 years old.

CAREER OPPORTUNITIES

The Ontario Ambulance Act requires the successful completion of this program before you can attempt the Provincial Paramedic examination. Successful paramedic certification allows you to accept full-time employment in the ambulance system in Ontario.

You can work as a paramedic in ambulance services or as technical assistants in hospital emergency departments, in some health and medical centres, in sports injury management services, emergency response teams and transfer services.

There is a potential to advance into management and/or advanced paramedical services.

ADDITIONAL COSTS

\$400.00 for uniforms and \$600.00 for books and supplies.

CURRICULUM

Semester 1 (23 hours/week)	Credits
BIOS114 Anatomy and Physiology – Paramedic	3
LANG101 Writing Skills for Health Sciences	3
PMED110 Lifting and Transfer Techniques	1
PMED111 Legal and Professional Issues	3
PMED112 Paramedical Science 1	6
PMED113 Paramedic Skills 1	3
PSYC101 Applied Psychology 1	4

Semester 2 (27 hours/week)	Credits
BIOS214 Anatomy and Physiology 2 – Paramedic	3
HLTH113 Ethics – Paramedic	1
PMED202 Field Internship 1	4
PMED207 Field Internship 2	3
PMED208 Clinical Practice	2
PMED209 Rescue Procedures	1
PMED210 Crisis Response and Personal Safety	1
PMED212 Paramedical Science 2	6
PMED213 Paramedic Skills 2	3
PSYC102 Applied Psychology 2	3

Paramedic (Certificate)

School of Health Sciences

Application Program Code 07621

North Campus

Internet: www.humberc.on.ca

Two semesters, plus six weeks in the spring, beginning in September

You will learn to provide basic and intermediate emergency care and reduce situational hazards to patients. The program features courses in theoretical and clinical aspects of emergency patient care, biology and social sciences.

Graduates receive a Paramedic certificate and are eligible for certification as a Paramedic in Ontario.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Senior level biology and chemistry (both at or above the general level);
- Pre-admission test for senior level biology, chemistry, writing skills and English (Fee \$35.00);
- Fitness assessment (20 push-ups, 20 abdominal crunches);
- Current CPR Basic Rescuer (level C) and Standard First Aid certifications (certificates should be obtained before pre-admission testing);
- Current full class G or G2 drivers licence.

Note: The college reserves the right to deny admission to this program based on an unpardoned criminal record.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

For Field Placement

To be assigned a field placement you must have been immunized against hepatitis B, poliomyelitis, tetanus and diphtheria. You must possess valid CPR, Basic Rescuer and Standard First Aid certificates and tested negative on the two-step Mantoux tuberculin test.

Employers who provide field placements will require a criminal record check for criminal offences.

For Employment Purposes

You must have a valid Class F driver's licence and be 18 years old.

CAREER OPPORTUNITIES

The Ontario Ambulance Act requires the successful completion of this program before you can attempt the Provincial Paramedic examination. Successful paramedic certification allows you to accept full-time employment in the ambulance system in Ontario.

You can work as a paramedic in ambulance services or as technical assistants in hospital emergency departments, in some health and medical centres, in sports injury management services, emergency response teams and transfer services.

There is a potential to advance into management and/or advanced paramedical services.

ADDITIONAL COSTS

\$400.00 for uniforms and \$600.00 for books and supplies.

CURRICULUM

Semester 1 (23 hours/week)	Credits
BIO5114 Anatomy and Physiology – Paramedic	3
LANG101 Writing Skills for Health Sciences	3
PMED110 Lifting and Transfer Techniques	1
PMED111 Legal and Professional Issues	3
PMED112 Paramedical Science 1	6
PMED113 Paramedic Skills 1	3
PSYC101 Applied Psychology 1	4

Semester 2 (27 hours/week)	Credits
BIO5214 Anatomy and Physiology 2 – Paramedic	3
HLTH113 Ethics – Paramedic	1
PMED202 Field Internship 1	4
PMED207 Field Internship 2	3
PMED208 Clinical Practice	2
PMED209 Rescue Procedures	1
PMED210 Crisis Response and Personal Safety	1
PMED212 Paramedical Science 2	6
PMED213 Paramedic Skills 2	3
PSYC102 Applied Psychology 2	3

Personal Support Training (Certificate)

School of Health Sciences

Personal Attendant Profile

Application Program Code 0760A

North Campus

Internet: www.humberc.on.ca

Nine weeks, beginning in September, January and May

The Personal Attendant profile is designed to give you the opportunity to develop the skills required to provide support to adults with physical disabilities in everyday activities. These adults will direct the services that require assistance from Personal Attendants.

After completing the personal attendant course requirements students can graduate with a Personal Attendant certificate, or they may continue to qualify as a Personal Support Worker.

Personal Support Worker Profile

Application Program Code 0760W

North Campus

Internet: www.humberc.on.ca

Twenty weeks, beginning in September, January and May

The Personal Support Worker profile is designed to give you the opportunity to develop the skills required to provide personal support services to consumers and their families, clients and residents in the community, at home, and in long-term care facilities and institutions. Services provided by the graduate include assistance in daily living activities, personal care and hygiene, restorative/activation activities and home management activities.

While persons trained as personal attendants or personal support workers are expected to use judgement in responding to the needs of their clients, they are not expected to diagnose, assess or to respond to acute or unexpected situations (beyond any emergency assistance which might be required).

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at the general level or equivalent; Or
- Mature student status; And
- Pre-admission testing for reading comprehension (Fee \$35.00).

Humber College reserves the right, in its sole discretion, to refuse student access to people placed in its care.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

The college reserves the right to deny admission to this program based on an unpardoned criminal reference check. Students must also be able to meet the applicable outcomes within the training standards for this program. Thus, fitness to complete the practicum components that would bear relevance to the

academic or placement requirements of the program may impede successful admission into the program. The additional requirements include:

- Immunization record;
- Hepatitis B vaccine;
- Criminal Reference Check;
- Students will be required to complete Standard First Aid and Basic Cardiopulmonary Resuscitation (CPR) certificate courses prior to PSW.118. These courses may be taken prior to starting the program or concurrent with the program;
- Students doing a practicum may be required to meet the same physical assessment and immunization requirements as those for the staff employed by the agency where the practicum is taking place.

CAREER OPPORTUNITIES

Graduates are eligible to seek employment opportunities that were formerly associated with health care aides, homemakers or home support workers, home helpers and personal attendants. The length of the program taken will determine which level of career the worker can attain.

CLINICAL EXPERIENCE

Practicums include long-term care facilities and institutions, homes in the community and agencies providing services to the community in the greater Toronto area.

ADDITIONAL COSTS

Students should budget approximately \$650.00 for textbooks and supplies, Hepatitis B vaccine, First Aid and CPR, uniform and shoes. This does not include travel to and from school and the field placements.

PERSONAL ATTENDANT CURRICULUM

	Hours
PASW101 Individuality of the Person	15
PASW102 Role of the Worker	18
PASW103 Interpersonal Skills	18
PASW104 Safety	9
PASW105 Assisting a Person with Mobility	18
PASW106 Abuse	9
PASW107 Household Management and Meal Preparation	18
PASW108 Basic Care Lab	32
PASW109 Consumer Training	80

PERSONAL SUPPORT WORKER CURRICULUM

In addition to the course modules in the Personal Attendant profile (except PASW109 Consumer Training), students will complete the following courses:

	Hours
PSW.111 Providing Optimal Support/Care Planning	12
PSW.112 Assisting a Person with Personal Hygiene	18
PSW.113 Assisting the Family	12
PSW.114 Cognitive Impairment and Mental Health Issues	21
PSW.115 Assisting a Person to Manage Ongoing Conditions	33
PSW.116 Assisting a Person with Medications	12
PSW.117 Assisting a Person who is Dying	12
PSW.118 Long-Term Care Facility Field Practicum	160
PSW.119 Community Field Practicum	106
LANG018 Language Skills for Personal Support Workers	45

Note: Seminars will be held so students can prepare, orient and resolve problems in the clinical practice. Humber College reserves the right to adjust admission requirements, curriculum and hours based on the approval from the Ministry.

Pharmacy Assistant (Certificate)

School of Health Sciences

Application Program Code 07331

North Campus

Internet: www.humberc.on.ca

Two sixteen week semesters, plus seven weeks work experience, beginning in September

This program (nineteen courses) is also available part-time evenings and some Saturdays. The part-time program would take approximately four years to complete.

The School of Health Sciences has developed this certificate program in co-operation with the Ontario College of Pharmacists, to train technical personnel to assist registered pharmacists in community and hospital practice in the province of Ontario.

In addition to practical training using commercial computer systems, skills in communication and interpersonal relations will be developed. On-the-job experience in community and hospital pharmacies will be arranged after successful completion of the pre-requisite course work.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 11 or 12 mathematics (general level or above);
- Senior chemistry (general level or above) and one other senior science (general level or above) (Biology or Physics);
- Attendance at an information-sharing and assessment session;
- Pre-admission test for senior level biology, chemistry, writing skills, English vocabulary and comprehension and math (Fee \$35.00).

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

The college reserves the right to deny admission to this program based on an unparoled criminal record that would bear relevance to the academic or placement requirements of the program.

ADDITIONAL COSTS

Textbooks and supplies (including a lab coat) will be approximately \$800.00.

CAREER OPPORTUNITIES

Qualified pharmacy assistants work in community and hospital pharmacies or clinics. Duties may involve dispensing, inventory control, records maintenance, typing, some cash register work and operation of computer terminals. With some experience, job opportunities may expand to the pharmaceutical industry.

RE-ADMISSION

Re-admission of previously unsuccessful students into the Pharmacy Assistant program will be co-ordinated through the Office of the Registrar and the program area. Full consideration will be given to previous performance and current eligibility requirements.

CURRICULUM

Semester 1 (20 hours/week)	Credits
BIOS103 Introductory Human Physiology	4
OAGN152 Keyboarding and Word Processing Applications	3
PHAR102 Community Pharmacy Prescriptions	3
PHAR103 Orientation to Pharmacy	4
PHAR104 Pharmaceutical Calculations 1	2
PHAR105 Pharmacy Science 1 (Theory)	2
PHAR106 Pharmacy Science 1 (Lab)	2
Semester 2 (28 hours/week)	Credits
BIOS102 Microbiology	1
LANG101 Writing Skills for Health Sciences	3
MKTG916 Customer Service	2
PHAR201 Pharmacy Science 2	4
PHAR202 Aseptic Techniques	2
PHAR204 Pharmaceutical Calculations 2	1
PHAR203 Community Pharmacy Work Experience	3
PHAR205 Hospital Pharmacy Procedures	2
PHAR206 Hospital Pharmacy Work Experience	3
PHAR207 Hospital Pharmacy Dispensing	2
PHAR208 Interpersonal Skills for Pharmacy Personnel	2
PHAR209 Computer Prescription Records	2
PHAR210 Pharmacy Inventory Management	1

Physiotherapist Assistant

(Certificate)

School of Health Sciences

Application Program Code 07451

North Campus

Internet: www.humberc.on.ca

Two sixteen week semesters, plus eight weeks field practice, beginning in September

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Senior biology or an equivalent life sciences course at the general level eg. kinesiology or human biology course;
- Pre-admission questionnaire identifying your goals, and your knowledge and commitment to the field of Rehabilitation (Occupational Therapy and/or Physiotherapy);
- Pre-admission testing for writing skills and reading comprehension, and biology (Fee \$35.00);
- Preference will be given to individuals who have significant, documented practical experience in physiotherapy;
- Preference will be given to students who have completed one year of a general arts and sciences program;
- Current Basic CPR and Standard First Aid Certificates;
- Attendance at a program information session.

Note: Grade and/or course requirements are used in the selection process for all programs. This is an oversubscribed limited enrolment program. Therefore, the March 1st deadline is strictly observed. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIRED INFORMATION

The college reserves the right to deny admission to this program based on an unpardoned criminal record that would bear relevance to the academic or placement requirements of the program. This is a ten month program with field placements in the last two months (Semester 3). Students must be prepared to make accommodation arrangements in Toronto in order to complete the placements in this region.

ADDITIONAL COSTS

Textbooks cost about \$700.00 and uniforms for field placement cost about \$150.00.

INTERESTS AND SKILLS

People who are interested in a career as a physiotherapist assistant should be in good physical, mental, and social health. They should enjoy meeting people and enjoy the challenge of creative problem-solving. Other desirable personal qualities are patience, persistence, empathy and a genuine interest in promoting the well-being and independence of others.

CAREER OPPORTUNITIES

Physiotherapist assistants work in rehabilitation departments in a variety of settings such as acute care, long term care, and community agencies. The assistant works in partnership with a physiotherapist.

CURRICULUM

Semester 1 (22 hours/week)	Credits
BIOS116 Anatomy and Physiology	4
GERN101 Introduction to Gerontology	1
LANG101 Writing Skills	3
OPTA101 Orientation to Rehabilitation	2
OPTA104 Normal Functional Movement	4
OPTA105 The Health Care System	2
OPTA106 Practical Orientation to Rehabilitation	2
OPTA107 Seminar for Field Placement	1
PSYC002 Psychology – Developmental	3

Semester 2 (22 hours/week)	Credits
OAGN153 Computer Applications in Health Care	1
OPTA201 Disabling Conditions	4
OPTA202 Communication Disorders	2
OPTA203 Ethical Issues	1

Physiotherapist Assistant Program Specific Courses

PHTA201 Therapeutic Skills for PTA 1	4
PHTA202 Therapeutic Skills for PTA 2	4
PHTA203 PTA Practical Experiences	5
PHTA204 Seminar Series	1

Semester 3 (8 weeks 35 hours/week)

PHTA301, PHTA302 PTA Field Experience

Plastics Engineering Technician

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 30301

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The job vacancy rate in the plastics industry is considerably higher than in the rest of the economy. A career in plastics engineering technology will introduce you to one of the fastest growing fields in the manufacturing sector, with 65 per cent of the Canadian plastics industry located in Ontario. The program is designed to provide practical and theoretical training in processes such as injection moulding, blow moulding, pipe and profile extrusion and blown film extrusion.

The industry needs a skilled and versatile workforce able to adapt to a variety of settings: production, set-up, quality control, testing, troubleshooting and design. Plastics engineering technicians will work to assist process engineers in problem-solving and 'hands on' activities on the work floor at various manufacturing and processing stages.

The plastics processing courses are delivered in a shop environment at the Canadian Plastics Training Centre (CPTC), Toronto, Ontario.

A technologist third year program is available for students wishing to continue their studies, refer to the post graduate program section of this calendar for further information.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics for technology (MTT-4G) or grade 12 mathematics (MAT-4A), or a more senior mathematics credit;
- One senior science (general level or above) senior physics or senior chemistry (general level or above) is strongly recommended; technological science (1 credit) (general level or above) is acceptable;
- Basic computer literacy required.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Mechanical Engineering Technology Plastics Profile diploma program, listed in the Post Graduate Programs section of this publication.

CAREER OPPORTUNITIES

Graduates find employment in different branches of the industry that use modern, automated, as well as more traditional manufacturing methods. There is a steady demand for qualified, skilled people in the field.

Opportunities for advancement are very good for those with demonstrated abilities and experience. People with the right qualifications can advance into positions as senior operators, process engineers, or manufacturing technologists and into the finance, marketing or purchasing areas.

CURRICULUM (UNDER REVIEW)

Semester 1 (Plastics) (21 hours/week)	Credits
MECH108 Engineering Graphics	4
MECH103 Electro-mechanical Controls 1	4
MECH106 Workshop Practices	3
MECH204 Computer Applications	3
TMAT105 Mathematics 1	4
COMM200 Communications 200	3

Semester 2 (23 hours/week)	Credits
EMEC302 Industrial Hydraulics	4
MTRN203 CAD (AutoCAD) 101 (CADKEY)	3
PLAS201 Chemistry for Plastics Technology	6
PLAS202 Plastics Processing Technology 1	3
TMAT204 Mathematics 2	3
COMM300 Communications 300	3

Semester 3 (22 hours/week)	Credits
ELEC102 Logic 1	4
EMEC401 Industrial Pneumatics	4
PLAS301 Polymer Plastics	5
PLAS401 Plastics Processing Technology 2	3
GNED General Education	3
HUMA024 Humanities	3

Semester 4 (23 hours/week)	Credits
MECH305 Advanced Manufacturing Systems (Robotics 1)	4
PLAS402 Microprocessor Controls and PLC Applications	4
PLAS403 Mould and Die Design	3
PLAS404 Quality Control (SPC)	4
PLAS405 Product Design/Plastic	2
PLAS411 Plastics Processing Technology 3	3
GNED General Education	3

Police Foundations (Diploma)

School of Social and Community Services

Application Program Code 11071

Lakeshore Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This two year program is designed to prepare you for a career in public policing. The curriculum is designed to expose students to general education courses, as well as police-specific courses.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an orientation session;
- Completion of a questionnaire, English testing and general aptitude testing (the results will be used for selection purposes);
- A résumé, and two reference letters (one academic, one community member).

Upon acceptance into this program, students will be required to complete a basic standardized first-aid certificate (St. John Ambulance First-Aid Certificate is recommended) and a cardiopulmonary resuscitation course (Basic CPR is recommended).

Note: Some law enforcement agencies have minimum height, weight, age, and vision standards. Further, mental and physical health, and good moral character and habits may be required. Employers who provide field placement opportunities may require students to undergo a police record check for criminal offences, and mandatory bonding is a requirement for some sectors of the law and security field. It is important for potential students to understand that the requirements noted above are beyond the control of Humber College and may prevent students from completing the full program, including the field placement portion, and/or securing employment. Applicants are advised to check the requirements for specific positions in which they are interested before enrolling in this program.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

The College reserves the right to deny admission to this program based on an unpardoned criminal record that would be relevant to the academic or placement requirements of the program. Community volunteer experience is highly recommended and may be taken into account for selection purposes.

CAREER OPPORTUNITIES

Graduates of the Police Foundations program are eligible for careers in public policing. In the past graduates have been recruited by the RCMP, the Ontario Provincial Police, the Toronto Police Service, Peel Regional Police and other public police services. As noted earlier, some of these positions may be subject to height, weight, age, vision, character, criminal record, bonding and citizenship requirements.

ADDITIONAL COSTS

Applicants to this program may be required to pay a testing fee.

FAST TRACK OPTION

Students with a university degree or college diploma may be considered for the Police Foundations fast track option, which exempts them from the first year. For more information on this option, please call Gina Antonacci, Program Co-ordinator at (416) 675-6622, ext. 3229.

Note: The Police Foundations and Law and Security Administration program share a common first year. For more information, see Law and Security Administration program.

CURRICULUM

Semester 1 (19 hours/week)	Credits
PFP.101 Criminal Justice System	3
PFP.103 Sociology and Canadian Society	3
PFP.105 Political Science	3
PFP.106 Principles of Ethical Reasoning	3
PFP.107 Issues in Diversity/First Nations Peoples	3
PFP.108 Fitness and Lifestyle Management 1	1
COMM200 Communications 200	3
Semester 2 (19 hours/week)	Credits
PFP.201 Criminology	3
PFP.202 Interpersonal and Group Dynamics	3
PFP.203 Contemporary Social Problems	3
PFP.205 Public Administration	3
PFP.206 Community and Social Services	3
PFP.208 Fitness and Lifestyle Management 2	1
COMM300 Communications 300	3
Semester 3 (22 hours/week)	Credits
PFP.301 Criminal and Civil Law	3
PFP.302 Criminal Code	3
PFP.303 Police Powers 1	3
PFP.304 Interviewing and Investigations	3
PFP.305 Youth in Conflict with the Law	3
PFP.306 Community Policing 1	3
PFP.307 Traffic Management	3
PFP.308 Fitness and Lifestyle Management 3	1
Semester 4 (19 hours/week)	Credits
PFP.401 Provincial Offences	3
PFP.402 Criminal Code and Federal Statutes	3
PFP.403 Police Powers 2	3
PFP.404 Investigation and Evidence	3
PFP.405 Conflict Management	3
PFP.406 Community Policing 2	3
PFP.408 Fitness and Lifestyle Management 4	1

Practical Nursing

(Certificate)

School of Health Sciences

Application Program Code 07051

North Campus

Internet: www.humberc.on.ca

Three semesters, beginning in September

The practical nurse is to be an integral part of the nursing team, working mainly at the bedside with patients in long-term and acute-care settings; however, the practical nurse can take a leadership role in nursing homes. Our program shares common first and second semesters with the diploma nursing students, preparing you in the basic skills of nursing practice. Emphasis throughout this program is on increasing competence in the theory and practice of nursing. Clinical experience is obtained in both long-term and acute care settings. Supporting courses in the biological and human sciences are also taken. Upon successful completion of the program you are eligible to write the Provincial Practical Nurse Registration Examination with the College of Nurses of Ontario. Graduates wishing to be registered will be asked by the College of Nurses to sign a declaration of their status regarding:

- Citizenship/Permanent Residence/Immigration;
- Any convictions of a criminal offence under the Narcotic Control Act or the Food and Drug Act;
- Being a subject of proceedings with respect to professional misconduct, incompetence or incapacity in Ontario in another health profession or in another jurisdiction in nursing or in another health profession;
- Any mental or physical disorder which makes it desirable in the public interest that the person not practice nursing.

These conditions will also apply throughout your program.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Pre-admission testing (reading comprehension, math, physical and biological sciences) Fee: \$35.00.

This certificate program is also offered part-time. Contact the co-ordinator of the Practical Nursing program for admission procedure.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

The college reserves the right to deny admission to this program based on an unparoled criminal record that would bear relevance to the academic or placement requirements of the program.

- Applicants approved to this program are required to obtain a hepatitis vaccine prior to the field placement components of the program. Further details about the vaccine may be obtained by contacting the Health Services Centre. It is compulsory for students to undergo a Two Step Mantoux Test prior to going into the clinical area. This may be conducted at the North Campus by the Health Services Centre;
- Basic Cardiac Life-Support Certificate (CPR);
- First Aid Certificate.

INTERESTS AND SKILLS

The candidate should enjoy meeting and working with people of all ages and should be in good physical and mental health. Volunteer experience in hospitals can be helpful in adjusting to the hospital setting. Ability to problem solve, good reading and writing skills are an asset.

CAREER OPPORTUNITIES

Graduates are eligible to write the Practical Nurse Registration Examination through the College of Nurses of Ontario. Employment opportunities include acute and chronic-care hospitals, nursing homes, some community health agencies and doctors' offices.

ADDITIONAL COSTS

Textbooks cost about \$850.00. Students are required to purchase nursing uniforms, shoes and stockings.

CLINICAL EXPERIENCE

Clinical settings are in acute and chronic-care hospitals in the city of Toronto and surrounding areas.

CURRICULUM

Semester 1 (24 hours/week)		Credits
BIOS101	Human Anatomy and Physiology, Introduction	4
LANG101	Writing Skills for Health Sciences	3
NURS110	Nursing 1	4
NURS101	Nursing Practice 1	5
NURS102	Health Assessment	2
PSYC001	Psychology – Introductory	3
SOCI002	Introductory Sociology	3
Semester 2 (23 hours/week)		Credits
BIOS211	Anatomy and Physiology – Part 2	4
NURS201	Nursing Practice 2	12
NURS216	Theory of Medication Administration	2
NURS220	Nursing 2	3
PSYC002	Developmental Psychology	3
Semester 3 (23 hours/week)		Credits
NURS212	Legal and Professional Issues in Nursing	1
NURS214	Ethical Issues in Health Care	1
NURS314	Nursing 3	3
NURS315	Nursing Practice 3	8
(40 hours/week for 8 weeks)		Credits
NURS221	Nursing Practice Consolidation	6
NURS311	Pre-Graduate Experience	16

Professional Golf Management

(Diploma)

School of Business

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in late September

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 or details.

As the number of golf courses in Canada increases, so does the demand for qualified professionals to run them. The days when the golf professional just gave a few lessons and had lunch with the club members are gone. Today's successful golf professional is an astute business person who understands the business of golf from marketing to managing the pro shop. In other words, graduates of the program are not just golf professionals, they're also professional golf managers.

To train this new breed of golf professional, Humber College offers the first full-time professional golf management program in Ontario, in a three year format. The program includes two summer internships and combines courses in business administration and golf management with practical work experience.

This program is endorsed by the Canadian Professional Golfers' Association (CPGA).

ADMISSION REQUIREMENTS

Academic

- Ontario Secondary School Diploma (at or above the general level), or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above);
- Successful completion of an English assessment test.

Non-Academic

- Submit a résumé outlining any industry-related experience or other customer service positions held outside of the golf industry. Applicants should also outline golf achievements;
- Applicants must submit a certified handicap card verifying their most recent handicap, or a letter from a class 'A' pro;
- Applicants' career objectives, personal suitability for employment within the golf industry, and potential to manage oneself and others will be assessed prior to admittance.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Professional Golf Management certificate program, listed in the Post Graduate Programs section of this publication.

CAREER OPPORTUNITIES

A graduate of this program, who completes CPGA additional requirements, would be qualified to work as a head professional, associate professional or an assistant professional in any CPGA

facility. And given the breadth of the business administration curriculum, a graduate would be well prepared to pursue a marketing, sales or general management career within the golf industry.

CURRICULUM

Semester 1	Credits
BMAT220 Mathematics of Finance	3
BPGM111 Business Fundamentals	3
BPGM112 Careers in Professional Golf Management	2
BPGM113 Fundamentals of Golf 1	2
BPGM115 Computer Applications in Golf Operations	2
BPGM122 Management Accounting in Golf Operations	4
COMM200 Communications 200	3

Semester 2	Credits
BECN001 Microeconomics	4
BPGM121 Marketing 1	3
BPGM123 Human Resource Management	3
BPGM124 Golf Operations, Policies and Procedures	2
BPGM232 Management Accounting 2	4
COMM300 Communications 300	3
BPGM150* Co-operative Internship 1 (Summer)	6

Semester 3	Credits
BPGM231 Retail Management 1	4
BPGM233 Booking Systems and Golf Programs	2
BPGM234 Turf Management	4
BPGM235 Golf Course Design	4
BPGM242 Finance 1 in Golf Operations	4

Semester 4	Credits
BECN002 Macroeconomics	4
BPGM241 Organizational Management	4
BPGM243 Marketing 2	4
BPGM244 Bar and Restaurant Operations	4
BPGM352 Finance 2 in Golf Operations	4
HUMA024 Humanities	4
BPGM250* Co-operative Internship (Summer)	6

Semester 5	Credits
BPGM351 Strategic Marketing Planning	4
BPGM353 Training and Development	4
BPGM354 New Enterprise Management	4
BPGM355 Advanced Golf Principles	2
BSTA300 Business Statistics	4
ECON011 Personal Finance	3

Semester 6	Credits
BPGM361 Business Policy in Golf Operations	3
BPGM362 Psychology of Sport	4
BPGM363 Retail Management 2	4
BPGM364 Canadian Business Law	4
BPGM366 Working with Boards and Committees	2

*Co-operative Internship: You must complete two co-operative internships as part of your diploma requirements. The internship combines classroom study with practical work experience. Throughout the co-operative internship you will be required to record the completion of specified golf industry tasks, duties and skills in an internship journal. Humber College is actively involved in the golf industry and will assist students in obtaining job placements. For students seeking CPGA Class 'A' standing, the internship must be completed in Canada under the supervision of a Class 'A' member.

Public Relations (Diploma)

School of Media Studies

Application Program Code 04761

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September

Generating goodwill through responsible action plus ensuring timely and accurate dissemination of information about an organization is the core of public relations. Humber's diploma program will prepare you for the demanding role of a professional public relations practitioner. We offer practical, 'hands on' experience that will prepare you for a challenging career in public relations.

After successfully completing five academic semesters, you will be assigned a sixteen week field placement in a public relations environment. Your future employer will be looking for these qualities: the ability to write at a professional level, plus enthusiasm, perseverance, teamwork, attention to detail, organizational skills, as well as the ability to understand and express other people's points of view.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an interview/orientation session;
- Successful placement in Communications 205 which is determined by a reading/writing assessment taken at the time of your interview;
- Keyboarding skills (approximately 30 words per minute);
- Proficiency in Microsoft Word.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants with post secondary education, please refer to the Public Relations certificate program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Public Relations diploma program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
 - Charles Sturt University, Wagga Wagga, Australia
 - Carleton University, Ottawa, Ontario
 - University of Western Sydney Nepean, Sydney, Australia
 - York University, Toronto, Ontario
- For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

ADDITIONAL COSTS

Textbooks, event-related expenses, and field trips, will cost approximately \$300.00 per semester.

CAREER OPPORTUNITIES

Graduates of the Public Relations Diploma program work in corporate, non-profit, and government departments as well as public relations agencies.

CURRICULUM

Semester 1 (19 hours/week) Credits

PRC.125	Electronic Publishing 1	4
PRD.107	Writing Lab 1 (Diploma)	6
COMM205	Communications 205	3
GNED	General Education	3
HUMA024	Humanities	3

Semester 2 (16 hours/week) Credits

PRC.111	Proposal Development 1	2
PRC.221	Research for Public Relations Practitioners	3
PRD.202	Writing Lab 2 (Diploma)	4
PRD.203	Public Affairs 1 - Introduction	4
COMM305	Communications 305	3

Semester 3 (23 hours/week) Credits

PRC.122	Organizational Communications Theory and Practice	5
PRC.126	Supplier Management	2
PRC.212	Proposal Development 2	2
PRC.225	Electronic Publishing 2	2
PRD.108	Public Relations Presentation Skills (Diploma)	3
PRD.304	Writing Lab 3 (Diploma)	6
GNED	General Education	3

Semester 4 (23 hours/week) Credits

PRC.123	Event Planning and Management	4
PRC.226	Media Relations	4
PRD.410	Writing Lab 4 (Diploma)	6
PRD.414	Public Affairs 2 (Diploma)	6
GNED	General Education	3

Semester 5 (22 hours/week) Credits

PRC.120	Marketing Public Relations	3
PRC.202	Seminar	2
PRC.210	Fundraising	4
PRC.216	Entrepreneurship and Business Practices	3
PRD.506	Public Relations in the Workplace	2
PRD.508	Writing Lab 5 (Diploma)	8

Semester 6 Credits

PRD.601*	Field Placement (January - April)	4
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* Note: Field Placement is not included in instructional hours per week. Students must be current and passing in all courses to go on Field Placement. (Approximately 35 hours per week.)

Recreation and Leisure Services

(Diploma)

*Hospitality, Recreation and Tourism Alliance
(HRT Alliance)*

Application Program Code 10301

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The Recreation and Leisure Services program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

This program provides a comprehensive and diverse background in recreation and leisure services. The program addresses the latest trends/issues in recreation and leisure. It is designed to train professional personnel in the areas of leadership, organization, administration, supervision, and evaluation of a variety of recreation and leisure programs and facilities serving all ages. Students will have the opportunity to specialize in wellness and lifestyle management, sports and events administration/co-ordination, or environmental and outdoor education. To provide a significant learning experience, the program uses a combination of classroom instruction, workshops, independent learning, tutorials and industry traineeships. Direct experience in specific recreation/leisure agencies or departments is emphasized in the last two semesters.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above general level, or equivalent, or mature student status;
- Grade 12 English (general level or above), English will be ranked;
- Grade 12 mathematics (general level or above) (a more senior mathematics credit is strongly recommended);
- Completion of a questionnaire to determine applicant's recreation/leisure experience, leadership and knowledge of careers available in the field;
- Related employment reference letters are recommended.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication. Applicants with post secondary education, please refer to the Recreation and Leisure Services – Accelerated diploma program, listed in the Post Graduate Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Recreation and Leisure Services program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- Laurentian University, Sudbury, Ontario
- Malaspina University-College, Nanaimo, British Columbia
- York University, Toronto, Ontario

For detailed information, refer to the Humber College Univer-

sity Transfer Guide, or visit our web site.

ADDITIONAL INTERESTS AND SKILLS

To prepare for entry into the Recreation and Leisure Services program, applicants are strongly recommended to develop the following minimal 'skill sets': Computers/keyboarding/word processing skills; effective communication skills; interpersonal skills; first aid/CPR training is an asset; related volunteer work; basic independent learning skills; introductory background in recreation/leisure; professional image.

CAREER OPPORTUNITIES

Graduates of this program will find opportunities in a variety of recreation/leisure operations including: municipal government, therapeutic institutions, conservation authorities and outdoor education centres, leisure centres, clubs, not-for-profit agencies, correctional institutions, fitness centres, sports governing bodies, private organizations and commercial establishments. After a few years, the practitioner will be equipped to function at a management level where more administrative tasks are performed. Most positions involve flexible schedules, often requiring some evening and weekend work.

ADDITIONAL COSTS

In each year, there are additional travel and residential experiences which are important to the learning process and which raise the profile of our students with future employers. These additional activities are subsidized by the College, but students will pay an additional fee of \$300.00 per year to cover travel and living expenses for the residential experiences. Alternative comprehensive projects are assigned to those students who may be unable to attend.

CURRICULUM

Semester 1	Credits
PSYC 105 Psychology for Recreation/Leisure	3
RECL 107 Risk Management for Recreation and Leisure	3
RECL 500* Recreation and Leisure Success Skills	2
RECL 501 The Business of Recreation and Leisure Programming	4
RECL 502* The Leadership Experience – Level 1	2
COMM 200 Communications 200	3
HUMA 024 Humanities	3
Semester 2	Credits
HRT.102 Learning for Independence	2
HRT.205* Service Excellence	2
RECL 503 Outdoor Recreation/Environmental Education	3
RECL 600 Sports Events Administration/Co-ordination	3
RECL 601 Wellness Lifestyle Management	3
RECL 603* Recreation and Leisure Perspectives	1
SPRT 207 Sociology of Sport	3
COMM 309 Communications Project for HRT	3
Semester 3	Credits
HRT.319 Human Resources Strategies for Recreation and Leisure	3
RECL 801* Industry Traineeship	7
RECL 802 Budget Management/Fundraising Principles	4
RECL 804* Research/Planning Profile	3
RECL 900 Recreation Leadership Profile (Choose 1)	5
1) Outdoor, 2) Wellness, 3) Special Events Management	
GNED General Education	3
Semester 4	Credits
RECL 805 Club Facilities for Leisure	2
RECL 901* Industry Traineeship	7
RECL 902 Entrepreneurship/Business Skills	2
RECL 903* The Leadership Experience – Level 2	2
RECL 904* Recreation and Leisure Perspectives	1
RECL 905 Recreation Marketing/Public Relations	3
* Independent Learning Component	

Retail Floristry

Floral Design and Marketing (Diploma)

School for the Built Environment

Application Program Code 01981

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September through August (this is an accelerated four semester diploma program offered in a compressed three semester format)

The Retail Floristry diploma program combines instruction with an approved industry placement. Studies in the principles and practice of floral design focus on form, technique, composition, colour and construction. Each student is encouraged to develop their own creativity and professionalism. Complementary course work includes plant identification, care and handling, communications, marketing and computer literacy. The College's excellent facilities provide the natural setting for cultivating an individual's abilities in this dynamic, expanding industry.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 10 mathematics (general level or above). (Grade 12 mathematics, general level or above, is recommended);
- Although not required, applicants are encouraged to obtain related work experience prior to the commencement of the program.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL INFORMATION

All students entering this program are strongly advised to ensure that they have had a tetanus injection or booster shot within the last 10 years. The equipment and materials used in this program increase the risk of a tetanus infection, if appropriate preventative measures are not taken.

CAREER OPPORTUNITIES

There is a high demand for qualified personnel nation-wide. Full and part-time positions exist in retail flower shops, garden centres, and allied trades. Opportunities for advancement are unlimited. Training and experience will open doors to the artistic, sales and management aspects of the profession.

ADDITIONAL COSTS

You can expect to spend about \$900.00 for your tool kit, textbooks, equipment and related materials.

CURRICULUM

Semester 1 (22 hours/week)	Credits
FLRS105 Design Fundamentals 1	2
FLRS106 Design Lab 1	6
FLRS107 Professional Sales Skills 1	2
FLRS110 Work Placement 1	4*
FLRS111 Retail Flower Shop Operations	2
FLRS115 Plant Identification 1	2
FLRS117 Plant Science	2
ISYS704 Introduction to Personal Computing	3
COMM200 Communications 200	3

Semester 2 (22 hours/week)	Credits
FLRS205 Design Fundamentals 2	2
FLRS206 Design Lab 2	6
FLRS207 Professional Sales Skills 2	2
FLRS210 Work Placement 2	*4
FLRS215 Plant Identification 2	2
FLRS216 Plant Propagation and Maintenance	2
FLRS220 Design History 1	2
COMM300 Communications 300	3
HUMA024 Humanities	3

Semester 3 (19 hours/week)	Credits
FLRS304 Business Planning for Retail Florists	2
FLRS305 Design Fundamentals 3	2
FLRS306 Design Lab 3	6
FLRS310 Work Placement 3	*4
FLRS315 Plant Identification 3	2
FLRS316 Plantscaping	2
FLRS320 Design History 2	2
GNED General Education	3

Note: Total credits required for graduation is 75.

* Not included in instructional hours per week.

Social Service Worker (Diploma)

School of Social and Community Services

Application Program Code 01221

Lakeshore Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This two year diploma program prepares you to work with people who are experiencing distressing events in their lives, both from an individual perspective, and in a way that examines how society can contribute to challenges and crises in people's lives. You will learn how to help people to promote their rights and meet their responsibilities in ways that empower them. There is a focus upon promoting equality to address disadvantages that people face on the basis of race, disability, gender, sexual orientation, etc. Excellent field placement experiences give you the opportunity to participate in at least two human services agencies where you will have direct contact with clients under direct supervision of professional staff.

You will learn about human behaviour and development, how to improve your communication, interviewing and counselling skills, how to work with groups, and with communities to help them to become more caring and competent to support those who live there. You will learn how to intervene in crisis situations, how to work with a broad range of people including people experiencing domestic violence, alcoholism and drug abuse, child abuse, eating disorders, post traumatic stress and shock because of traumatic life events.

This program will help you to grow as a person as you learn to develop self-confidence, assertiveness, appropriate compassion, and a sensitivity about issues pertaining to gender, class, race, ethnicity, disability and sexual orientation. Since the likelihood of your working with people who have had very traumatic life experiences is high, it is important that you have come to terms with your own personal crises before entering this field.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level or equivalent or mature student status;
- Grade 12 English (general level or above);
- Minimum of 50 hours of documented volunteer experience in a recognized human service organization and a letter of reference from someone within the profession. (Secondary School co-op programs will be considered in lieu of volunteer experience if it is done in a social/human services setting.);
- Attendance at an orientation session on campus which will include completion of a questionnaire and English and reading comprehension testing.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

Employers who provide our field placement settings may require a police record check for criminal offences prior to acceptance of a student into a field placement situation. This may restrict field placement opportunities for students with a criminal record.

The college reserves the right to deny admission to this program based on an unpardoned criminal record that would bear relevance to the academic or placement requirements of the program.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Social Service Worker program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Brock University, St. Catharines, Ontario
- D'Youville College, Buffalo, New York, USA
- Lakehead University, Thunder Bay, Ontario
- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- Nipissing University, North Bay, Ontario
- Ryerson Polytechnic University, Toronto, Ontario
- Trent University, Peterborough, Ontario
- University of Guelph, Guelph, Ontario
- Wilfrid Laurier University, Waterloo, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates have found jobs in provincial and municipal social services, correctional services, community work, services to the aged, mental health programs, residential settings, ethnic and immigrant aid organizations, self-help organizations, and case management programs.

ADDITIONAL COSTS

Students should budget at least \$400.00 per semester for supplies and are responsible for transportation costs to their field placement (in Metro Toronto).

CURRICULUM

Semester 1 (20 hours/week) Credits

SSW.101	Urban Sociology	3
SSW.102	Human Growth and Behaviour (2 hours).....	3
SSW.103	Orientation to Human Services	3
SSW.105	Interpersonal Skills	3
SSW.106	Field Practice Orientation	3
COMM200	Communications 200	3
HUMA024	Humanities	3

Semester 2 (29 hours/week) Credits

SSW.201	Political Process	3
SSW.202	Interviewing Skills 1	3
SSW.203	Field Practice 1 (14 hours)	7
SSW.204	Family Dynamics	3
SSW.205	Integrative Seminar 1	1
SSW.400	Cross Cultural Skills (2 hours)	3
COMM300	Communications 300	3

Semester 3 (27 hours/week) Credits

SSW.200	Group Work Skills	3
SSW.301	Special Needs	3
SSW.302	Field Practice 2 (14 hours)	7
SSW.303	Integrative Seminar 2	1
SSW.306	Interviewing Skills 2	3
SSW.421	Community Development	3
Plus Communications 300 if not complete		

Semester 4 (30 hours/week) Credits

SSW.300	Agency Administration and Fundraising	3
SSW.304	Current Social Policy Issues	3
SSW.401	Legislation in Human Services	3
SSW.402	Field Practice 3 (14 hours)	7
SSW.403	Integrative Seminar 3	1
SSW.407	Case Management/Advocacy	3
GNED	General Education Elective	3

Note: To enter Field Practice 1 and Integrative Seminar 1, students must pass all but two program courses in Semester 1, including SSW.106.

Tuition fees entitle a student to take two (2) Communications courses during their program of study. Communications 200 and Communications 300 are required to graduate from the Social Services Program. Where extra Communications courses are necessary, an additional fee will be required. For additional information, refer to the Humber College Academic Regulations at the back of this publication.

Sports Equipment Specialist

(Certificate)

*Hospitality, Recreation and Tourism Alliance
(HRT Alliance)*

Application Program Code 01961

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

The Sports Equipment Specialist program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

Sports equipment is big business! This certificate program will train you to work with manufacturers, distributors and retailers in the installation, maintenance, repair and sale of sporting goods equipment. Half of each course is classroom learning, the other half is 'hands on' in the lab. The specialty sport areas in the program include racquets, footwear, bicycles, alpine and cross-country skis and general sports equipment repair.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Preference will be given to students with experience in the sporting goods industry;
- Questionnaire is required;
- Interview may be required.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

The nature of the work varies from repairing and installing equipment, to selling equipment to match customer needs, to managing a rental or repair outlet.

Professionals in this field may be required to work a varied time schedule. Some involvement occurs in the evening and on weekends when people are taking full advantage of using their sports equipment, and may require professional advice and assistance.

Career opportunities exist in manufacturing, retailing, wholesaling of equipment and private shop ownership.

Graduates of the one year program can expect to earn a starting salary of about \$20,000.00.

ADDITIONAL COSTS

You will have to buy an apron and safety goggles for use in the lab and cover the weekly transportation costs to and from your field placement.

CURRICULUM

Semester 1	Credits
SPRT101 Bicycle Mechanics and Skills 1	3
SPRT102 Ski Equipment and Maintenance 1	3
SPRT106 Field Placement	3
SPRT108 Sport Shop Sales and Skate Repair	2
SPRT202 Ski Equipment and Maintenance 2	3
SPRT204 Athletic Footwear Design and Function	2
LANG122 Writing Skills 1	3
Semester 2 (21 hours/week)	Credits
SPRT104 Racquet Sports	4
SPRT201 Bicycle Mechanics and Skills 2	3
SPRT205 Liability, Safety and Responsibility	2
SPRT206 Field Placement	3
SPRT207 Sociology of Sport	3
SPRT208 General Equipment Repair	3
SPRT209 Sport Shop Operations and Management	2
LANG123 Writing Skills 2	3

Theatre Arts

(Diploma)

School of Performing Arts

Application Program Code
Performance 04881
Technical Production 04891

Lakeshore Campus

Internet: www.humberc.on.ca

Performance: Six semesters, beginning in September

Technical Production: Four semesters, beginning in September

Humber's Theatre Arts diploma program offers two distinct paths—acting (Performance) and production (Technical).

PERFORMANCE PROGRAM

The three year curriculum for Performance students includes acting techniques, physical theatre, movement, voice, text analysis, film and TV performance, audition techniques, stage combat, and drama studies. You learn by doing, through class productions and mainstage productions with performances on and off campus.

Additional performance and production opportunities are provided in association with the Film and Television and the Broadcasting-Radio programs.

TECHNICAL PRODUCTION PROGRAM

This two year program entails working in stage management, carpentry, drafting, lighting, properties, and sound. Much of your time will be spent in apprenticeship as part of the department's mainstage and workshop productions and with Toronto's professional theatres.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Attendance at an orientation/assessment session;
- Candidates for the performance program must audition.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Theatre Arts – Performance program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Queen's University, Kingston, Ontario
- University of New Brunswick, Fredericton, New Brunswick
- University of Windsor, Windsor, Ontario
- York University, Toronto, Ontario

Qualified graduates of the Theatre Arts – Technical Production program may be eligible to apply their academic credits towards further study at the following university and/or association:

- University of New Brunswick, Fredericton, New Brunswick
- For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of Theatre Humber work as performers, production assistants, stage managers, and technicians on a full-time, part-time or freelance basis.

Our faculty, all working professionals, provide a valuable link between Theatre Humber and the profession.

THEATRE ARTS – PERFORMANCE (3 YEARS/6 SEMESTERS) CURRICULUM

Semester 1 (25 hours/week) Credits

THTP100	Production Practices 1	2
THTP101	Movement 1	3
THTP102	Voice 1	5
THTP104	Acting Techniques 1	7
THTP107	Introduction to Theatre	2
COMM200	Communications 200	3
HUMA024	Humanities	3

Semester 2 (24 hours/week) Credits

THTP200	Movement 2	3
THTP201	Voice 2	6
THTP203	Acting Techniques 2	7
THTP205	Production Practices 2	2
COMM300	Communications 300	3
GNED	General Education	3

Semester 3 (26 hours/week) Credits

THTP300	Voice 3	6
THTP302	Television Performance 1	2
THTP303	Movement 3	4
THTP304	Acting Techniques 3	7
THTP306	Theatre History 1	2
THTP307	Fencing and Stage Combat	2
GNED	General Education	3

Semester 4 (24 hours/week) Credits

THTP400	Voice 4	5
THTP402	Television Performance 2	2
THTP403	Movement 4	3
THTP404	Acting Techniques 4	7
THTP406	Fencing/Combat 2	2
THTP408	Theatre History 2	2
GNED	General Education	3

Semester 5 (18 hours/week) Credits

THTP501	Voice 5	3
THTP502	Professional Orientation 1	2
THTP503	Movement 5	3
THTP505	Acting Techniques 5	6
THTP506	Production 1	4

Semester 6 (18 hours/week) Credits

THTP600	Production 2	4
THTP601	Voice 6	3
THTP602	Professional Orientation 2	2
THTP603	Movement 6	3
THTP605	Acting Techniques 6	6

THEATRE ARTS – TECHNICAL PRODUCTION (2 YEARS/4 SEMESTERS) CURRICULUM

Semester 1 (23 hours/week) Credits

THTT100	Lighting Technology 1	3
THTT102	Stagecraft 1	2
THTT104	Stage Management 1	2
THTT109	Production Applications 1	1
THTT110	Introduction to Theatre	3
THTT111	First Aid	1
THTT112	Computer Applications for Theatre 1	2
THTT113	Safe Working Practices	3
COMM200	Communications 200	3
HUMA024	Humanities	3

Semester 2 (24 hours/week) Credits

THTT103	Sound 1	3
THTT108	Props 1	2
THTT201	Lighting Technology 2	3
THTT202	Stage Management 2	2
THTT207	Production Applications 2	4
THTT211	Rigging 1	2
THTT212	Computer Applications for Theatre 2	2
COMM300	Communications 300	3
GNED	General Education	3

Semester 3 (21 hours/week) Credits

THTT101	Drafting	2
THTT205	Stagecraft 2	2
THTT302	Scenic Painting 1	3
THTT305	Production Applications 3	5
THTT310	Rigging 2	2
THTT315	Lighting Design 1	2
THTT412	Special Effects	2
GNED	General Education	3

Semester 4 (26 hours/week) Credits

THTT210	Set Design	2
THTT308	Props 2	4
THTT309	Sound 2	3
THTT401	Lighting Design 2	2
THTT409	Apprenticeship	2*
THTT410	Production Applications 4	8
THTT411	Scenic Painting 2	2
GNED	General Education	3

*Apprenticeship hours will be completed as individually arranged throughout the program. Upon successful completion the credit will be assigned in the fourth semester.

Tourism and Travel

(Diploma)

Hospitality, Recreation and Tourism Alliance
(HRT Alliance)

Application Program Code 01431

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September and January

The Tourism and Travel program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

In this program, you will learn to work effectively in positions that require good communication skills, sales techniques, organization, and experience in office procedures and business practices. You will become thoroughly familiar with various sources of reference material used in the travel industry, airline tariffs and documentation, automated airline reservations systems, travel destinations, and a wide range of current travel products. Accuracy and attention to detail will constantly be stressed. This program is not intended to qualify our graduates for careers as flight attendants.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma (at or above general level, or equivalent, or mature student status);
- Grade 12 English (general level or above);
- Grade 12 business and consumers mathematics (general level or above), or grade 12 mathematics (MAT-4G1), or a more senior mathematics credit.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

The program qualifies graduates for careers as travel agents, tour operators, reservation agents, and sales representatives. Many graduates now hold responsible travel management positions.

EXPECTED WORKLOAD AND EXPENSES

Some courses require considerable self-directed learning. During the second year, students are assigned to appropriate working locations for traineeship. You should plan for some local travel expenses. Depending on the availability of accommodations, you may have an opportunity to participate in industry familiarization trips.

ACCREDITATION

This program follows the ACCESS core curriculum. All students are required to complete the National ACCESS Entry Level Examination prior to graduating. The examination fee is approximately \$100.

ADDITIONAL COSTS

Textbooks and study materials for the first year will cost approximately \$300.00.

CURRICULUM

Semester 1	Credits
HRT.102 Learning for Independence	2
TRAV110 Tourism Canada and Industry Studies	3
TRAV111 Travel Reference Guides and Manuals	4
TRAV112 Geography and Codes (Canada)	2
TRAV114 Reservations and Tariffs 1	4
COMM200 Communications 200	3
HUMA024 Humanities	3
MATH914 Mathematics (Tourism and Travel) (if required)	
OAGN154 Keyboarding (if required)	
Semester 2	Credits
TRAV211 The Cruise Industry	1
TRAV212 Travel Industry Administration	2
TRAV213 Reservations and Tariffs 2	4
TRAV215 Motorcoach/Rail/Car Rental	3
TRAV216 Travel Industry Product Update	2
TRAV217 Inclusive and Independent Tours	2
TRAV218 Tourism (USA/Caribbean/Mexico)	3
Semester 3	Credits
TRAV310 Tourism (Europe/Middle East/Africa)	3
TRAV311 Reservations - Advanced Features	3
TRAV312 Travel Industry Sales	1
TRAV313 Airline Tariffs (International)	3
TRAV314 Inbound Tourism/Foreign Independent Tours	3
TRAV315 Travel Industry Traineeship	4
TRAV316 Specialty Travel Product Update	2
TRAV317 Travel Industry Sales	1
TRAV318 Airline Tariffs (International)	3
GNED General Education	3
Semester 4	Credits
TRAV410 Tourism (Pacific/Asia/South America)	3
TRAV411 Sabre Training	1
TRAV412 Risk Management/Travel Liabilities	2
TRAV413 Travel Agency Simulation	2
TRAV414 Group and Incentive Travel	3
TRAV415 Travel Industry Traineeship	4
TRAV416 Travel Industry Product Update	2
TRAV417 Marketing Concepts for Travel	2
GNED General Education	3

Urban Arboriculture

Tree Care (Certificate)

School for the Built Environment

Application Program Code 01991

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This is one of the few certificate programs in the country specifically designed for urban tree workers (arborists). It originated in response to industry demands for well-trained, knowledgeable employees, specializing in tree care.

On completion of this program, you will have a thorough working knowledge of all aspects of urban tree care, including tree climbing, pruning, rigging, aerial rescue, teamwork and safety.

For further information, call Ian Bruce, Program Co-ordinator, at (416) 675-6622, ext. 4731.

ADMISSION REQUIREMENTS

- Ontario Secondary School Diploma at or above the general level, or equivalent, or mature student status;
- Grade 12 English (general level or above);
- Grade 12 mathematics (general level or above) is strongly recommended;
- Applicants are encouraged to gain some field experience by working for a municipality, landscaping company, or tree care contractor before beginning the program;
- Attendance at an information/assessment session to complete a communications and mathematics assessment and a short questionnaire.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

All students entering this program are strongly advised to ensure that they have had a tetanus injection (or booster shot) within the last ten years. The equipment and materials used in this program increase the risk of a tetanus infection, if appropriate preventative measures are not taken.

CAREER OPPORTUNITIES

Graduates are prepared for employment with municipal, provincial and federal governments, public utilities, tree care contractors and other private sector employers.

The demand for well-trained reliable tree workers, (particularly tree climbers, at the entry level) is good, and prospects for future advancement are strong.

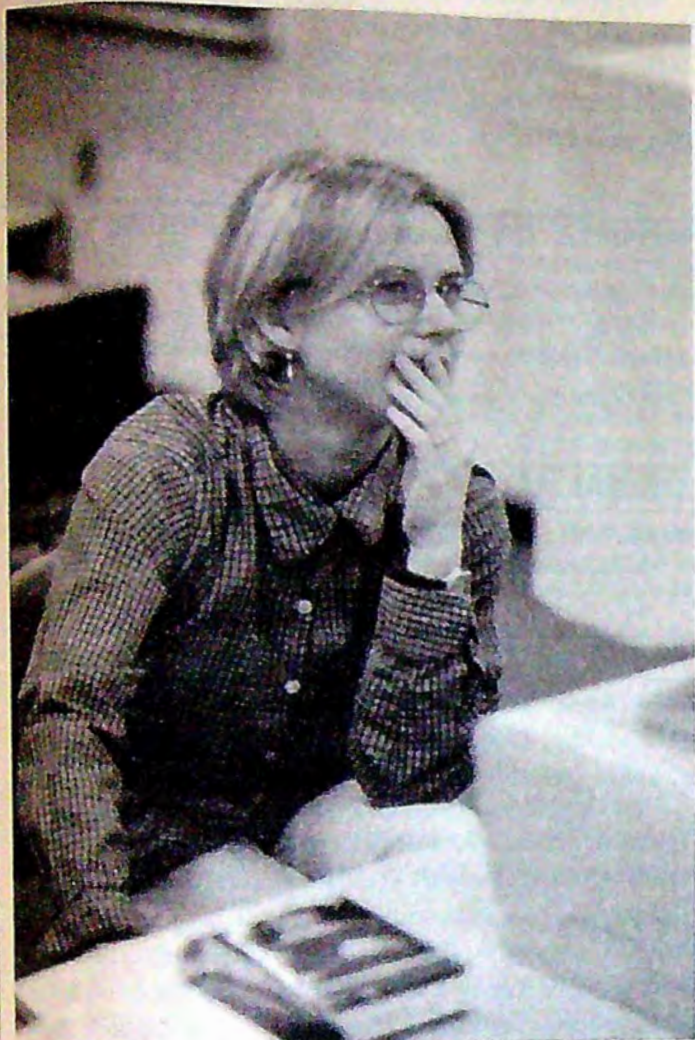
ADDITIONAL COSTS

Textbooks, study materials, personal safety apparel and small tools will cost approximately \$900.00 for the year. Students will also be responsible for arranging their own transportation to and from off-campus work sites within the greater Metropolitan Toronto area.

CURRICULUM

Semester 1 (25 hours/week)		Credits
LAND306	Arboriculture 1	3
LAND308	Pests of Woody Plants	3
LAND315	Arboriculture Field Instruction 1	8
LANG122	Writing Skills 1	3
TREE300	Tree Identification 1	3
TREE306	Arboriculture Science	3
TREE307	Chain Saw Maintenance	2
Semester 2 (21 hours/week)		Credits
HLTH104	CPR Basic Life Support	1
HLTH107	First Aid	1
LAND405	Arboriculture 2	3
LAND417	Arboriculture Field Instruction 2	8
LAND422	Woody Plant Assessment	2
LANG123	Writing Skills 2	3
TREE408	Tree Identification 2	3

Post Graduate *Programs*



The programs in this section are awarded diplomas and certificates. These programs have been designed to meet specific requirements in a variety of employment areas. Students enrolling in these programs will be given the opportunity to enhance their acquired theoretical backgrounds and learn advanced skills directed toward their employment goals.

Guide to Post Graduate Programs

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3D For Design and Architectural Professionals

(Post Graduate Certificate)

*School for the Built Environment and
The Digital Imaging Training Centre*

Application Program Code 30811

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September

This two academic semesters, plus one 8 week co-op semester program will focus on the 3D design, modeling, rendering and animation skills required within the architectural, interior, urban, industrial, product, graphical, and package design industries, as well as the educational and training fields. 3D Studio MAX R2, the leading 3D software package on the Windows NT platform, will be the major modeling, animation and rendering software program taught in state-of-the-art Windows NT facilities.

For more information call the School for the Built Environment (416) 675-6622, ext. 4132, e-mail eggins@admin.humberc.on.ca, or the Digital Imaging Training Centre (416) 675-6622, ext. 4178, e-mail booth@digital.humberc.on.ca.

ADMISSION REQUIREMENTS

- A university or college diploma related to the design industry (an equivalent combination of education and work experience would also be considered for this program);
- Computer literacy with proven abilities in a related software application, such as CAD, Photoshop or Illustrator;
- Submission of an up-to-date résumé;
- Strong design ability and visualization skills to be demonstrated through a portfolio;
- Attendance at an interview and portfolio presentation assessment.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CURRICULUM

Semester 1 (18 hours/week) Credits

IMAG510	Introduction to Windows NT	1
IMAG511	Overview of 3D Studio MAX R2	1
IMAG512	Introductory and Intermediate Modeling	4
IMAG513	Introductory and Intermediate Animation	4
IMAG514	Design Awareness in 3D Space	3
IMAG515	Video Post Production	2
IMAG516	Photoshop	3

Semester 2 (18 hours/week) Credits

IMAG679	Advanced 3D Studio MAX R2 Advanced Modeling and Mapping Techniques	2
IMAG680	Advanced Animation	2
IMAG681	Demo Reel Production/Portfolio	6
IMAG682	Business Skills for 3D Modelers and Animators	2
	3 Elective Courses	6

Semester 3 (8 weeks Co-op) Credits

IMAG710	Work Placement	*4
IMAG711	Client Sponsored Production	*4
IMAG712	Portfolio Building	*4

Electives Credits

IMAG683	Character Studio for Character Animation	2
IMAG684	Fractal Design	2
IMAG685	VRML: Interactive 3D for the Web	2
IMAG686	Director: Interactive 3D for CD-ROM	2
IMAG687	AutoCAD for Product Design	2
IMAG688	Digital Audio SoundEdit 16	2
IMAG689	Digital Video Compositing in Premiere	2

Plus other courses per the Continuing Education Calendar, and in agreement with the program Director.

*No instructional hours assigned.

Advanced Certificate in Justice Studies (Certificate)

School of Social and Community Services

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

This program will provide an opportunity for college and university graduates to pursue further education in criminal justice administration. Graduates would be qualified to seek a career in community justice. The program will combine traditional and independent study modes of delivery with a strong field placement component.

ADMISSION REQUIREMENTS

- University degree or a college diploma from the human service field. Individuals with an equivalent combination of education and experience in criminal justice administration would also be considered for this program.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CURRICULUM

Semester 1 (20 hours/week)		Credits
JUST101	Building Community	3
JUST102	Applied Ethics	3
JUST105	Field Practice 1	4
JUST106	Independent Study 1	4
JUST201	Street Outreach	3
JUST202	Management Studies	3
Semester 2 (23 hours/week)		Credits
JUST103	Trends in Law Enforcement	3
JUST104	Administration Law	3
JUST107	Conflict Management	3
JUST203	Community Based Policing	3
JUST205	Field Practice 2	4
JUST206	Independent Study 2	4
JUST207	Building Community Integrative Seminar	3

Advertising-Media Sales – Accelerated

(Diploma)

School of Media Studies

Application Program Code 04611

North Campus

Internet: www.humberc.on.ca

Two semesters, plus six weeks internship, beginning in September

Earn a diploma in Advertising-Media Sales in one year by qualifying for advanced standing based on your previous education and/or experience.

You will learn to:

- Evaluate the major media in Canada;
- Translate marketing objectives into media objectives;
- Assess the strengths and weaknesses of the major media;
- Develop media campaigns;
- Create compelling presentations;
- Analyse audience data;
- Buy and sell advertising time or space for TV, radio, outdoor, magazines and newspapers;
- Speak knowledgeably and persuasively;
- Negotiate on behalf of the buyer and/or seller of time and space;
- Work at a radio or TV station, newspaper, magazine and advertising agency;
- Estimate costs;
- Use the computer systems that media use.

ADMISSION REQUIREMENTS

- A university degree or 3 year college diploma; or
- Mature student status (19 years or older) with education and/or experience in advertising;
- Attendance at an interview/orientation session where you may be required to take a reading/comprehension and sentence skills assessment and a mathematics skills assessment;
- Knowledge/skills of computer systems and software applications like DOS, word processing and spreadsheets.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Advertising-Media Sales diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

Graduates are qualified to seek employment as sales representatives for radio and TV stations, newspapers, magazines or in the media department of advertising agencies and major advertisers.

CURRICULUM

Semester 1 (18 hours/week)	Credits
MEAD605 Media Sales – Radio	3
MEAD606 Professional Selling 1 (Fast Track)	6
MEAD607 Media Sales – Newspapers	3
MEAD608 Media Sales – Magazines/Out of Home	3
MEAD609 Media Sales – Television	3

Semester 2 (18 hours/week)	Credits
MEAD701 Computer Applications in Media Sales	3
MEAD706 Professional Selling 2 (Fast Track)	5
MEAD708 Media Sales/Planning and Buying	8
MEAD709 Advertising and the Workplace (Fast Track)	2

Semester 3 (4 hours/week)	Credits
MEAD800* Internships for Media Sales	4

* No instructional time assigned.

Broadcasting-Radio (Post Graduate Certificate)

School of Media Studies

Application Program Code 04551

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in January

Humber College offers a one year Broadcasting-Radio Certificate program. More information may be obtained by calling Joe Andrews, co-ordinator of the Broadcasting-Radio program at (416) 675-6622, ext. 4366.

ADMISSION REQUIREMENTS

- A university degree, community college diploma, or mature student status with experience in the radio broadcasting industry;
- Attendance at an interview/orientation assessment session where applicants will be required to complete a questionnaire, a vocabulary/comprehension assessment and a voice and reading test.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Broadcasting-Radio diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CURRICULUM

Semester 1 (23 hours/week)	Credits
RBC.103 Basic Writing 1 - Radio	4
RBC.110 Basic Announcing 1	4
RBC.111 Broadcast Equipment	4
RBC.209 Sales Development	2
RBC.215 News Development	3
RBD.109 Introduction to Radio	1
RBD.308 Effective Speaking	2
RBD.318 On-Air Performance 1	3

Semester 2 (23 hours/week)	Credits
RBC.211 Station Operations	9
RBD.312 Career Preparation for Radio	2
RBD.415 Radio Seminar	2
RBD.416 Radio Lab	6
RBD.418 On-Air Performance 2	2
RBD.419 Radio Programming	2

Internship

(Eight Weeks - September/October)

	Credits
RBD.508 Radio Internship	6

(Students must be current and passing in all courses to go on internship)

Chemical Engineering Technology

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 03431

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in September and January

Graduates of the two year Chemical (Laboratory) Technician diploma program may continue for a third year to qualify as a chemical engineering technologist.

As a graduate technologist, you will have more advanced theoretical and practical knowledge of industrial processes and equipment and have developed better problem solving skills. You will be able to work more independently, enhancing your chances of being promoted to a supervisory role.

ADMISSION REQUIREMENTS

- Successful completion of Humber's Chemical (Laboratory) Technician program, or equivalent.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Chemical Laboratory Technician diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Chemical Engineering Technology program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
- Brock University, St. Catharines, Ontario
- Carleton University, Ottawa, Ontario
- Lakehead University, Thunder Bay, Ontario
- Laurentian University, Sudbury, Ontario
- McMaster University, Hamilton, Ontario
- University of Guelph, Guelph, Ontario
- University of Western Ontario, London, Ontario
- York University, Toronto, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

As a graduate technologist, you could be employed by the same organizations that hire our technicians. Although you may begin your career performing the same tasks as a technician, your extra year of training will probably pay off later when you find that demand for technologists is greater. Technologists also enjoy an increased potential for career advancement.

CURRICULUM

Semester 1, 2, 3 and 4 are the same as the Chemical (Laboratory) Technician curriculum.

Semester 5 (22 hours/week)	Credits
CHEM501 Analytical Chemistry 2	4
CHEM502 Analytical Chemistry 2 Lab	4
CHEM510 Biochemistry	4
CHEM512 Fluid Dynamics and Heat Transfer	4
CHEM513 Chemometrics	4
CHEM514 Professional Preparation	2

Semester 6 (24 hours/week)	Credits
CALC102 Calculus	3
CHEM601 Industrial Organic Chemistry	4
CHEM602 Industrial Organic Chemistry Lab	3
CHEM605 Chemical Separation Processes	4
CHEM608 Industrial Microbiology	4
CHEM615 Industrial Processes	3
CHEM617 ISO9000 Implementation	3

Note: When a subject is divided into two parts (lecture and laboratory), the lecture must be taken first.

Computer Programmer – Accelerated (Diploma)

*School of Information Technology, Accounting
and Electronics*

Application Program Code 20271

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September
and January

This program is for university graduates with little or no background in programming, who wish to fast track into a career in the high demand field of object oriented and structured application programming. Using a case driven approach, you will learn to program in C++, COBOL, SQL and DB2, Visual Basic and JAVA. You will work and learn in multiple computing environments – Pentium based PCs, RISC based Mini's, and Mainframes – running DOS, Windows (3.1, '95, NT), UNIX (AIX), VM, and MVS. Internet and Intranet applications will also be an integral part of the program, particularly as they apply to client server architectures.

ADMISSION REQUIREMENTS

- A university degree, or college diploma;
- Applicants may be required to attend an assessment/interview;
- Certified transcript and résumé required with application.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Computer Programmer diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

This is an accelerated version of our four semester Computer Programmer diploma program and is available only to college and university graduates. It is accelerated due to the fact that your post secondary education can exempt you from Communications and General Education requirements for all Humber diploma programs. The admission requirement of a degree or diploma allows us to shorten the period of time required to complete the program, and still grant a diploma, provided the applicant's degree/diploma exhibits successful completion of equivalent English Communications and General Education content.

In situations where the Communications equivalency is not clear and evidence of a TOEFL test score of 580 or greater has not been supplied, a test will be required to assess the candidate's proficiency.

In the case of foreign accreditation, it may also be necessary for the applicant to have such accreditation analyzed for equivalency by the Comparative Studies Group at the University of Toronto.

CURRICULUM

Note: The curriculum for this program is very dynamic due to the changes in software trends and may change quickly in response to industry demands.

Semester 1 (22 hours/week)	Credits
ISYS102 Introduction to Personal Computing	3
ISYS103 Information Systems Concepts	3
ISYS126 Introduction to Programming in C	6
ISYS248 Microcomputer Operating Systems	3
ISYS303 Requirements Analysis and Process Modeling	4
ISYS343 Visual Basic Pro for Windows	4

Semester 2 (22 hours/week)	Credits
ISYS117 Microcomputer Technology	3
ISYS118 COBOL Programming	4
ISYS304 Advanced Programming in C++	6
ISYS309 NetWare and NT	3
ISYS375 Database	6

Semester 3 (24 hours/week)	Credits
ISYS163 Advanced COBOL	3
ISYS268 MultiUser Operating Systems	4
ISYS295 Object Oriented Analysis, Design and Programming	6
ISYS296 Client Server Systems	4
ISYS390 JAVA Programming	4
ISYS395 Issues and Trends in Software Engineering	3

Developmental Services Worker – Accelerated (Diploma)

School of Social and Community Services

Application Program Code 10401

Lakeshore Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September

A fast tracking opportunity for university students is offered by the Developmental Services Worker program. Earn a two year diploma in one year including fall and winter academic semesters and a spring internship semester. This program will be of particular interest to individuals with a degree in the social sciences.

Students in this fast tracking program will have the opportunity to do the following:

- Learn basic social, educational and health skills;
- Learn to support and empower people with developmental disabilities and their families;
- Learn to support and empower the brain injured and the elderly population with physical and mental impairments;
- Enhance preparation for a possible teaching career through acquired skills in integration;
- Be introduced to potential employers through progressive placements.

ADMISSION REQUIREMENTS

- A university degree, or community college diploma;
- Sixty hours of secondary school co-op, volunteer or paid work experience preferably with people with developmental disabilities. Experience in other social service areas will be considered;
- Two letters of reference, one commenting on your performance in your secondary school co-op, volunteer or paid work experience, and the other a character reference;
- Valid standard first aid certificate and basic level rescuer level in cardiopulmonary resuscitation (CPR);
- Attendance at an orientation session. Applicants living a great distance from Metropolitan Toronto area may request a telephone interview;
- Applications are to be submitted through the same process as for the two year program.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Developmental Services Worker diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

This versatile diploma is widely recognized in the field of human services, and the acquired knowledge and transferable skills are useful in many work settings, including residential, educational, recreational, employment health and social services.

CURRICULUM

Graduates of the fast track option will have met all of the standards and program objectives required by the profession. However, due to the varied background of fast tracked students, curriculum will be custom made to the needs of each individual. All students will have a field work experience and will participate in the internship semester.

Early Childhood Education – Advanced Studies in Special Needs (Post Graduate Certificate)

School of Health Sciences

Application Program Code 07901

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This is a one year, post diploma certificate program. This program provides opportunities for graduates of Early Childhood Education or equivalent, as well as those with related universities degrees to pursue specialized training in working with children with special needs and their families.

Graduates will have the knowledge, skills and abilities to work as an early childhood resource teacher, as well as the basic framework for first entry consultation.

ADMISSION REQUIREMENTS

- Official transcript demonstrating diploma in Early Childhood Education or equivalent with a minimum grade average of 70 per cent;
- Reference from a special needs field / work or volunteer agency citing suitability to be a resource teacher of children with special needs;
- Attendance at an orientation session.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

Students must have the ability to meet the applicable outcomes within the training standards for this program. Thus, fitness to complete the practicum components that would bear relevance to the academic or placement requirements of the program may impede successful admission into the program.

Also required:

- Immunization record;
- No limitations that would prevent effective supervision of children;
- A basic standardized first aid certificate and a cardiopulmonary resuscitation course (Pediatric Health Care, Pediatric Emergency or Basic CPR).

These requirements should be completed before classes begin. Documentation must be submitted.

The Ministry of Community and Social Services requires a criminal reference check on individuals who have direct contact with vulnerable individuals including children and/or people with special needs. Due to the nature of our program and the direct contact with vulnerable populations that this entails, Humber College may conduct a criminal reference check on each student in the program prior to the commencement of every semester.

A criminal record or charges pending before the courts in regard to crimes against vulnerable populations will determine eligibility for the program and for progress through each component / semester of the program.

The college reserves the right to deny admission to this program based on an unpardoned criminal reference check that would bear relevance to the academic or placement requirements of the program.

It is important that potential students understand that the above requirements may impede them from successful admission, completing their full program, and/or receiving employment. Students doing a practicum may be required to meet the same physical assessment and immunization requirements as those for the staff employed by the agency where the practicum is taking place.

Humber reserves the right, in its sole discretion to refuse student access to children placed in its care.

EXPECTED WORKLOAD

The workload is very heavy and you can expect at least 20 assignments or tests per semester. Assignments could involve independent research, group activities and presentations. You must be able to write and speak English fluently and in public. About 500 field hours will be required.

ADDITIONAL COSTS

Textbooks \$300.00 and supplies \$250.00.

CURRICULUM

Semester 1 (22 hours/week)	Credits
ECAS101 Issues in Normalization and Integration	2
ECAS102 Individual Program Plans	3
ECAS103 Field Practice 1	9
ECAS104 Children With Special Needs 3	2
ECAS105 Developmental Activities 1	3
ECAS106 Working With Families	3
Semester 2 (22 hours/week)	Credits
ECAS201 Advocacy and Community Resources	2
ECAS202 Program Planning and Administration	3
ECAS203 Field Practice 2	9
ECAS204 Children With Special Needs 4	3
ECAS205 Developmental Activities 2	3
ECAS206 Integrative Seminar	2

Ecotourism and Adventure Recreation

(Post Graduate Certificate)

Name Pending Ministry Approval

Hospitality, Recreation and Tourism Alliance
(HRT Alliance)

Application Program Code 10181

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September

The Ecotourism and Adventure Recreation program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

This program focuses on two growing segments of the tourism industry: ecotourism and adventure recreation. The concept of ecotourism provides destinations (whether they are small resorts or entire countries) with the opportunity to attract tourist revenue while maintaining the long-term economic and environmental viability of the region. Adventure recreation responds to the needs of travellers for active, recreational experiences. The program involves the exploration of ecotourism and adventure recreation from both a theoretical and experiential approach.

This three semester program is designed to provide university or college graduates with the specialized knowledge and skills required to work in the ecotourism or adventure recreation field as guides/co-ordinators, program planners and marketers, or operators. As a participant in this program, you will develop tools and strategies for developing and implementing plans for effectively accommodating the eco or adventure tourist. You will develop an understanding of the unique structure of the industry and ecosystems required for sustainable tourism. You will explore how to better plan and manage tours and to develop partnerships with local tour operators, resort owners and park managers. This program emphasizes the importance of cultural differences and values in relationship to each specific destination.

You will cover some common core material, then will have the opportunity to develop two specialized profiles in guiding tours, operations or program planning and marketing. The third semester will consist of an internship at the local, national or international level. Countries and locations explored will be in such areas as: the Caribbean, Canada, Guyana, Tibet/Nepal, Peru, Central and South America, and the Queen Charlotte Islands. For further information, please call (416) 675-5012.

ADMISSION REQUIREMENTS

- A university degree or community college diploma in travel and tourism, recreation, business, hospitality management or environmental studies, or related field;
- Completion of a detailed questionnaire describing your background (academic and experience), your understanding of the field and what you bring to it;
- Interview may be required.

CURRICULUM

Semester 1		Credits
ECO.100	Principles of Ecotourism	3
ECO.101	Principles of Adventure Tourism	3
ECO.102	Entrepreneurial Business Development for Ecotourism and Adventure Recreation	4
ECO.103	Emerging Trends in Leisure and Ecotourism and Adventure Recreation	3
ECO.104	Physical Geography for Ecotourism and Adventure Recreation	2
ECO.105	Program Planning and Development for Ecotourism and Adventure Recreation	3
Semester 2		Credits
ECO.200	Making the Difference in Service	2
ECO.201	Risk and Liabilities Management	3
ECO.202	Global Perspectives	2
ECO.203	Doing Business Internationally	3
ECO.204	Planning for Program Profile	2
ECO.205	Specialty Profile (students will choose two)	
	Eco/Adventure Tour Guide Management	4
	Operations Management	4
	Program Planning and Marketing for Ecotourism and Adventure Recreation Operations	4
Semester 3		Credits
ECO.300	Industry Co-op Traineeship	12

Electro-mechanical Engineering Technology Mechatronics Profile (Diploma)

School of Manufacturing Technology and Design

Application Program Code 30711

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This post diploma program has been designed primarily to expand on principles and fundamentals of mechanical engineering in the technician's education. At the same time, it is giving more depth to the program's specialization. You will enhance your knowledge of complex systems including automation concepts, microcomputers, and robotics.

ADMISSION REQUIREMENTS

- Completion of Electro-mechanical Engineering Technician program at Humber or other Canadian colleges with GPA 70 per cent minimum;
Or
- Completion of any other 2 year technology program with GPA 70 per cent minimum. Some pre-requisites may be assigned;
Or
- A university degree in technology or science (i.e. Bachelor of Technology or Science);
Or
- Mature student status with 5 years' work experience; Or
- Permission of the director.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Electro-mechanical Engineering Technician Mechatronics Profile diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Electro-mechanical Engineering Technology – Mechatronics Profile program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Athabasca University, Athabasca, Alberta
 - Central Michigan University, Mt. Pleasant, Michigan, USA
 - Lakehead University, Thunder Bay, Ontario
 - McMaster University, Hamilton, Ontario
 - Ryerson Polytechnic University, Toronto, Ontario
 - University of Windsor, Windsor, Ontario
- For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

For career opportunities please call (416) 675-6622, ext. 4713, or e-mail smtadmin@humberc.on.ca.

CURRICULUM

Note: Admission to Semester 5 requires the successful completion of an approved Diploma or Degree. Refer to the Admission Requirements above.

Semester 5 (23 hours/week)	Credits
CALC103 Calculus	3
EMEC504 Machine Design 1	4
MECH201 Statics (night class)	4
MECH607 Mechanical Component Design	4
MECH608 Mechanics – Computer Simulations	4
1 Elective	4

Semester 6 (24 hours/week)	Credits
IENG502 Engineering Economic Analysis	4
EMEC603 Machine Design 2	4
MECH401 Strength of Materials (night class)	4
MECH609 Advanced Manufacturing Processes	4
2 Electives	8

Electives (night classes, both semesters)	Credits
CALC201 Applied Calculus	4
EMEC505 Robotics 2	4
EMEC606 Microcomputer Based Automation	4
MANF602 Advanced Manufacturing Systems	4
MECH203 CAD (AutoCAD) 101	4
MECH207 Engineering Materials	4
MECH301 Dynamics	4
MECH407 Advanced Topics in AutoCAD	4
MECH501 Advanced Computer Applications	4
MECH610 Metrology (CMM)	4
MTRN513 Industrial Instrumentation	4

Note: All electives may not be available in both semesters. Please plan your classes in advance. Some electives may be available as day classes of other programs.

Environmental Systems Engineering Technology – Energy Management

(Diploma)

School for the Built Environment

Application Program Code 03271

North Campus

Internet: www.humberc.on.ca

Six semesters, beginning in January

This program gives its graduates a broad and intensive knowledge of the design, operation and installation of energy systems for residential, commercial and industrial complexes.

A graduate will be capable of applying engineering principles and conventions to achieve optimum energy efficiency through a process of evaluation, monitoring, control, assessment and corrective action.

ADMISSION REQUIREMENTS

- Completion of Humber's Air Conditioning and Refrigeration Engineering Technician and Gas Technician 2 program, or equivalent.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Environmental Systems Engineering Technology – Energy Management program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Ferris State University, Big Rapids, Michigan, USA
- Lakehead University, Thunder Bay, Ontario
- University of Guelph, Guelph, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

A graduate of this program can look forward to employment opportunities mainly in the commercial and industrial sectors as well as in government departments at the various levels. Graduates will be sought by heating, ventilating, air conditioning and refrigeration manufacturers, consulting engineers, architects, process industries, wholesalers, distributors, mechanical contractors, building owners, school boards, chain stores, energy management firms and property management companies.

CURRICULUM

Semesters 1, 2, 3, 4 and 5 are the same as Air Conditioning and Refrigeration Engineering Technician and Gas Technician 2.

Semester 6 (32 hours/week)	Credits
CNST451 Estimating	4
EMAN513 Advanced Building Systems	5
EMAN602 Illumination Engineering	4
EMAN608 Energy Management Designs	8
EMAN609 Thermodynamics Concepts	9
EMAN611 Energy Management DDC Controls	8
EMAN614 Technical Report	4
EMAN616 Commercial Equipment Design	2

Note: This semester is extended to 22 weeks in length.

POST GRADUATE PROGRAMS 1999/2000

Facility Planning

(Post Graduate Certificate)

School for the Built Environment

Application Program Code 30551

North Campus

Internet: www.humberc.on.ca

Three semesters, beginning in January and September

This one year, post graduate program was created to meet student and industry needs. This Facility Planning course of study establishes a basic understanding of building structure, systems and operations, Ontario Building Code regulations and standard construction procedures. Computer skills will be developed in the AutoCAD, Archibus/FM, and Aperture programs. You will develop facility planning skills in assessing needs, preparing documentation and information pertinent for construction purposes.

ADMISSION REQUIREMENTS

- A diploma or degree in a related discipline, or equivalent technical work experience in architecture, interior design or construction technology;
- Attendance at a selection interview.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

EMPLOYMENT OPPORTUNITIES

Facility planners may be responsible for a total work environment, from the chairs the workers sit on, to the air they breathe. They may participate in long range planning with responsibility for refining procedures, planning a new corporate headquarters, establishing standards, and making repair versus replace decisions.

Upon completion of the program, the student will be able to work as an assistant to the professional facility manager.

CURRICULUM

Semester 1 (23 hours/week)	Credits
FAC.101 Facility Planning	5
FAC.102 Computer Drafting	8
FAC.103 Building Services	2
FAC.104 Management	2
FAC.105 Ontario Building Code	2
FAC.106 Career Planning	2
FAC.107 Math/Audits	2
Semester 2 (23 hours/week)	Credits
FAC.201 Facility Planning	5
FAC.202 Archibus/FM	8
FAC.203 Building Services	2
FAC.204 Specifications	2
FAC.205 Ontario Building Code	2
FAC.206 Job Search	2
FAC.207 Audit Management	2
Semester 3 (16 hours/week for 10 weeks)	Credits
FAC.301 Project Management	4
FAC.302 Aperture	8
FAC.303 Building Services	4
Work Placement (35 hours/week for 4 weeks)	Credits
FAC.304 Work Placement	2

Note: We will help you find an industry placement where you can practice your new skills and gain on-the-job experience.

Graphic Arts

– Electronic Publishing

(Post Graduate Certificate)

School of Media Studies

Application Program Code 10061

North Campus

Internet: www.humberc.on.ca

Two semesters, September through April

This is an advanced program developed to meet industry demands for art directors and graphic designers who have sophisticated design production skills based on a solid knowledge of digital prepress production. It has been created for students who have completed a two to three year college graphic design program, or a related university degree, or who have significant work experience and wish to update their design and computer skills.

This program emphasizes design, typography, page layout, scanning, photo manipulation, illustration, and digital prepress skills. A special component includes working with copywriters and marketing people in true-to-life simulations of ad agency account competitions. The first semester includes a course on design business development, marketing, and entrepreneurship. The second semester has a field placement segment and also emphasizes portfolio development.

The program offers intensive, 'hands on' training in Humber's award-winning Digital Imaging Lab using latest version software programs such as QuarkXPress, Adobe Illustrator and Photoshop on Macintosh Power computers. The lab includes scanning and proofing capabilities. The classes are small and students have their own computer.

Instruction and student evaluation is by advertising and graphic design industry professionals, all of whom have at least 10 years experience in contemporary graphic design and digital prepress production and who are currently employed in the field. Guest lecturers from the industry and field trips to modern digital production facilities also provide students with exposure to the latest trends in the graphic arts field.

ADMISSION REQUIREMENTS

- Applicants must be graduates of a two or three year college graphic design program or hold a fine arts degree with a graphics major;
- Macintosh computer experience using Adobe Illustrator, Adobe Photoshop, and QuarkXPress. Satisfactory portfolio presentation may be required for admission. Mature applicants with equivalent training/experience supplemented by a professional portfolio including computer experience are encouraged to apply.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Students complete the course with job-ready skills, well positioned to seek opportunities as graphic designers or junior art directors in ad agencies, design studios, and publishing houses. The instructors are currently employed in the advertising and design field and have a commitment and the industry contacts to help graduating students make job contacts in the field.

CURRICULUM

Semester 1 (19 hours/week)	Credits
EPUB510 Design and Digital Prepress 1	4
EPUB511 Typography 1	4
EPUB512 Page Layout	4
EPUB513 Imaging 1	4
EPUB514 Design Entrepreneurship	3
Semester 2 (20 hours/week)	Credits
EPUB610 Design and Digital Prepress 2	4
EPUB611 Typography 2	4
EPUB612 Portfolio Development	4
EPUB613 Imaging 2	4
EPUB614 Field Placement	4

Hospitality, Recreation and Tourism

(Certificate)

Hospitality, Recreation and Tourism Alliance
(HRT Alliance)

Delivered over the Internet

Internet: www.humberc.on.ca

68 weeks, beginning in January, April and September

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar, or locate the application request form at www.hrtalliance.com. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

The Hospitality, Recreation and Tourism program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

This 64 week program offers students around the world the opportunity to learn valuable advanced management skills, and to become part of a professional network. Using the curriculum and real life business experiences, you will garner the skills and the contacts to further your career.

Delivered over the Internet, this global classroom will bring together students from different countries to learn more about the hospitality, recreation and tourism industries. The program will be facilitated by industry specialists and mentors. They will provide valuable guidance in mastering the subject content and in developing the ability to apply the skills in direct and meaningful ways in the workplace.

ADMISSION REQUIREMENTS

- Preference will be given to applicants with a diploma or degree in Hospitality, Recreation and/or Tourism;
- Preference will be given to applicants with a minimum of two years industry related work experience;
- A personal profile/résumé.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

ADDITIONAL REQUIREMENTS

You will need access to the following:

- Macintosh computer with a minimum of System 7;
Or
- PC based computer with a minimum 386DX, Windows 3.1 or Windows '95;
- 5mg of hard drive disk space;
- 14.4k (or higher) modem;
- Internet access.

It is also recommended to have Microsoft Word 5.X (or higher), Microsoft Excel, Netscape 3.x, Eudora.

CAREER OPPORTUNITIES

Graduates are those currently or recently employed in the field who are seeking to develop skills necessary to ensure career opportunities in top level management positions. The development of professional contacts and networks will also aid you in expanding your career horizons.

CURRICULUM

Semester 1	Credits
HRT.900 Leadership and Personal Effectiveness	4
HRT.901 Making the Most of the Future: Issues and Emerging Trends in HRT	4
HRT.902 Strategic Management for HRT	4
HRT.903 Maximizing Human Resources: Tools and Techniques	4
Semester 2	
HRT.904 Strategic Partnerships	4
HRT.905 Professional Research Project	4

Human Resources Management

(Post Graduate Certificate)

School of Business – Lakeshore Campus

Application Program Code 02541

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This professional certificate program is intended for those seeking employment in Human Resource Management or for individuals already in the field who wish to update and expand their career skills and secure professional accreditation.

Upon successful completion of the program, you will qualify for the post diploma certificate in Human Resource Management from Humber College and the courses may be accredited by the Human Resources Professional Association as the academic component required to write the Comprehensive Provincial Examination (CPE), the academic requirement leading to the professional designation CHRP.

ADMISSION REQUIREMENTS

- A university degree or college diploma, or mature students with equivalent related work experience;
- Word processing and spreadsheet computer skills;
- A basic level economic and accounting course is recommended;
- Applicant selection will be based upon an interview / information session or written questionnaire.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Human Resources Management (Post Graduate Certificate) program may be eligible to apply their academic credits towards further study at the following university and/or association:

- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Semester 1 and 2 (22 hours/week) Credits

Six courses will be scheduled in each semester by the School of Business.

BACC201	HRM Finance and Accounting	3
HRPD600	HRPD Seminar 1 (1st semester)	0
HRPD601	HRPD Seminar 2 (2nd semester)	0
HRPD708	Labour Relations	3
HRPD712	Labour Economics	3
HRPD713	Training and Development	3
HRPD721	Human Resource Management	3
HRPD724	Elements of Salary Compensation	3
HRPD725	Pensions and Benefits Plans	3
HRPD728	Human Resource Research – HRIS	3
HRPD730	Recruitment and Selection	3
HRPD736	Organizational Behaviour	3
HRPD737	Occupational Health and Safety	3
HRPD738	Employment Law	3

Field Practice (Four Weeks – May)

Credits

HRPD750	Field Practice	4
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Interactive Multimedia

(Post Graduate Certificate)

School of Media Studies

Application Program Code 10161

North Campus

Internet: www.humberc.on.ca

Three semesters, beginning in September

As new applications for multimedia communications technology emerge, the need for skilled producers of interactive presentations grows. The world wide web, CD-ROM and stand-alone presentation packages offer unlimited opportunities for successful graduates.

Humber's 12 month, 3 semester, multimedia specialist advanced program is aimed at those who have already graduated from university or a community college, and wish to improve existing skills, and enter a dynamic, progressive industry. The program will also be of interest to those currently or recently employed in a media-related field who want to update their skills in order to compete in a rapidly changing industry.

Students are trained on state-of-the-art equipment in a variety of media that prepares them for high tech multimedia presentations. During the final eight weeks, students are placed in industry for a fieldwork internship.

ADMISSION REQUIREMENTS

- A university degree or community college diploma;
- Demonstrable familiarity with graphical interfaces, Internet and world wide web is required, as well as practical experience in a related media such as audio, video, photography or interactive multimedia;
- Applicants must attend an assessment interview and provide a résumé, three letters references, and a 250 word statement indicating their interest in multimedia studies.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Multimedia reaches into every aspect of today's society. Medicine, entertainment, sales, education and public service organizations are some examples of the markets for interactive multimedia production. In-house media production facilities, speaker support, training presentations, audio and video production houses, staging and rental companies, and educational institutions provide employment opportunities for highly-trained multimedia producers. Widespread freelance opportunities also exist.

ADDITIONAL INFORMATION

For more information, please contact the program co-ordinator: Robert O'Meara, Multimedia Specialist Program, School of Media Studies, 205 Humber College Boulevard, Toronto (Etobicoke), Ontario M9W 5L7. Phone: (416) 675-6622, ext. 4903 or Fax (416) 675-9730, e-mail: omeara@admin.humberc.on.ca.

INTERACTIVE MULTIMEDIA CURRICULUM

Semester 1 (18 hours/week)	Credits
AVIS710 Multimedia Design	3
AVIS711 Digital Capture: Static Images	3
AVIS712 Digital Photo Editing 1	4
AVIS713 Electronic Publishing	3
AVIS714 PC/Mac Tools	3
AVIS715 Web Site Design 1	3

Semester 2 (18 hours/week)	Credits
AVIS810 Multimedia Production 1	3
AVIS811 Web Site Design 2	3
AVIS812 Digital Video 1	3
AVIS813 Digital Capture: Moving Images	3
AVIS814 Digital Photo Editing 2	3
AVIS815 Digital Audio 1	3

Semester 3 (18 hours/week)	Credits
AVIS901 Digital Audio 2	3
AVIS902 Digital Video 2	3
AVIS903 Multimedia Production 3	3
AVIS904 Composite Imaging	3
AVIS905 3D Digital Animation	3
AVIS906 Web Site Design 3	4

Internship (12 hours/week)	Credits
AVIS907 Field Work	12

Note: Students participate in a full-time field placement in industry during the last eight weeks of Semester 3. All other course work is completed in the first eight weeks of this semester.

International Marketing (Post Graduate Certificate)

School of Business – Lakeshore Campus

Application Program Code 02191

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, at the advanced level, beginning in September

This two semester program prepares university and college graduates for the dynamic world of international marketing. Students entering this program learn concepts and practices through an integrated approach that prepares them for export operations, sales, distribution, international banking and other aspects of international business. The case study approach permits you to focus upon specific regions of international trade. Regional interest is further enhanced through a choice of studying the history, culture and business practices of Latin America, the Asia/Pacific region or Europe. You must have an international perspective and empathy for different cultures. A field placement component with an international company in Canada will provide the first step in gaining practical experience in the international marketing field.

ADMISSION REQUIREMENTS

- A university degree, or a college diploma, or mature student with 5 or more years of practical international marketing experience (mature applications will be required to write the College's Mature Applicant Assessment);
- Computer literate with the ability to use word processing, spreadsheets, data bases and the Internet for research;
- Preference will be given to applicants who are fluent in a second language.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the International Marketing (Post Graduate Certificate) program may be eligible to apply their academic credits towards further study at the following university and/or association:

- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Note: The requirements of the international market are constantly changing. As a result, at the time of the calendar printing, the International Marketing curriculum was being reviewed and updated to meet the market demands.

Semester 1 (18 hours/week)	Credits
INPD600 International Marketing 1	4
INPD651 Corporate Financial Management	3
INPD605 International Trade	2
INPD652 International Market Research	3
INPD653 International Marketing Pre-placement Seminar	2
INPD610 Asian Pacific Studies 1*	4

Or

INPD615 Latin American Studies 1*	4
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Or

INPD620 European Studies 1*	4
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*Note: INPD610, INPD615 and INPD620 are offered subject to appropriate enrolment.

Semester 2 (20 hours/week)	Credits
INPD630 Integrative Seminar	2
INPD650 International Marketing 2	4
INPD655 International Distribution	3
INPD670 International Banking and Finance	4
INPD665 Asian Pacific Studies 2*	4

Or

INPD675 Latin American Studies 2*	4
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Or

INPD621 European Studies 2*	4
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INPD631 Placement	3
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*Note: INPD665, INPD675 and INPD621 are offered subject to appropriate enrolment.

Internet Management

(Post Graduate Certificate)

School of Media Studies

Application Program Code 10141

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September

In this three semester program, you will learn how to design, develop and manage comprehensive Internet sites. This requires a unique combination of skills, including a strong sense of visual design, creative problem solving, and the ability to work with a variety of scripting languages and server technologies, and entrepreneurial drive. You will learn the skills of a digital communications manager and a web designer. Training is provided on industry standard software and hardware platforms. You will develop a comprehensive digital portfolio, the essential building block of a successful career as an Internet manager.

ADMISSION REQUIREMENTS

- A university degree or a community college diploma;
- Special consideration will be given to those who have graduated from a communication or design related program such as architecture, broadcasting, film, fine arts, graphic design, journalism, multimedia, and photography among others;
- Applicants must attend an assessment interview and provide a portfolio of previous creative work. The portfolio can be in either traditional or interactive media formats, or both. Applicants must undergo a computer test that demonstrates a strong comfort level using both the Windows and Macintosh user interface.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

The demand for Internet specialists continues to grow rapidly. There is a strong demand for skilled professionals who can design and manage an organization's Internet presence. Successful graduates manage the digital communications efforts of corporations, not-for-profit organizations, government agencies, and educational institutions.

INTERNSHIP

Students spend the final eight weeks of the program on a practical field work placement.

ADDITIONAL INFORMATION

For further information call James Cullin, Internet Management Program, School of Media Studies, 205 Humber College Boulevard, Toronto (Etobicoke), Ontario M9W 5L7
Phone (416) 675-5007 or Fax (416) 675-9730,
e-mail: jcullin@admin.humberc.on.ca

CURRICULUM

Semester 1 (21 hours/week)	Credits
IMGT101 Web Writing 1	2
IMGT105 Internet Audio	2
IMGT110 Web Scripting 1	3
IMGT115 Web Animation	3
IMGT120 Creating Web Images	3
IMGT130 Web Site Design 1	3
IMGT140 Managing Intranet Servers	4
IMGT150 Web Project 1	1

Semester 2 (21 hours/week)	Credits
IMGT201 Web Writing 2	3
IMGT205 Internet Video	2
IMGT210 Web Scripting 2	3
IMGT225 Web Graphics 2	3
IMGT230 Web Site Design 2	3
IMGT235 Internet Entrepreneurship	2
IMGT240 Managing Internet Servers	4
IMGT250 Web Project 2	1

Semester 3 (15 hours/week)	Credits
IMGT305 Internet Entrepreneurship 2	2
IMGT315 Internet Entrepreneurship 3	2
IMGT320 Portfolio Development	5
IMGT335 Web Site Design 2	6

Field Placement (12 hours/week)	Credits
IMGT340 Field Placement*	12

*Note: Students participate in a full-time field placement in industry during the last eight weeks of Semester 3. All other course work is completed in the first eight weeks of the semester.

Journalism – Accelerated (Diploma)

School of Media Studies

Application Program Code 04901

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This program allows you to specialize in newspaper, magazine or broadcast journalism and get experience through a valuable internship program, after completing two semesters of classroom work. Students also have a one semester profile in creative writing and editing for publication.

ADMISSION REQUIREMENTS

- A university degree, community college diploma, or partial post secondary education and solid journalism experience from an accredited news operation;
- Attendance at an assessment interview. Successful applicants are given advanced standing and enter at a level equivalent to the second year of the three year Journalism diploma program.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Journalism – Print and Broadcast diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CURRICULUM

Semester 1 (22 hours/week)	Credits
JRNL102 Societal Issues 1	3
JRNL114 Basic Photography	3
JRNL201 Radio News 1	2
JRNL215 TV News/Production Skills 1	3
JRNL216 Newspaper Reporting 1	6
JRNL310 Introduction to Magazines	2
JRNL315 Page Design for JRNL	3
Semester 2 (20 hours/week)	Credits
JRNL214 News Photography	2
JRNL307 Newspaper Reporting 2	4
JRNL314 TV News/Production Skills 2	2
JRNL408 Radio News and Voice Training	3
JRNL411 Magazine Production	3
JRNL415 Digital Prepress for JRNL	3
JRNL416 Opinion Writing	3

Print Journalism

Semester 3 (18 hours/week)	Credits
JRNL504 Print Internship	6
JRNL511 Media Law	2
JRNL516* Advanced Newspaper	8
Or	
JRNL519* Advanced Magazine	8
JRNL522** Imaging for JRNL	1
JRNL601 Careers in Journalism	1

Semester 4 (18 hours/week)	Credits
JRNL516* Advanced Newspaper	8
Or	
JRNL519* Advanced Magazine	8
JRNL522** Imaging for JRNL	1
JRNL602 Print Internship 2	6
JRNL608 Entrepreneurial Skills	3

* Students who study Advanced Newspaper in the fall semester will study Advanced Magazine in the winter semester and vice-versa.

** Students who study Imaging for JRNL in the fall semester will not study it in the winter semester or vice-versa.

Broadcast Journalism

Semester 3 (18 hours/week)	Credits
JRNL509 Broadcast Internship	6
JRNL511 Media Law	2
JRNL512 Radio Production for Journalism	2
JRNL520* Advanced Radio News	7
Or	
JRNL521* Advanced TV News	9
JRNL601 Careers in Journalism	1

Semester 4 (18 hours/week)	Credits
JRNL512 Radio Production for JRNL	2
JRNL520* Advanced Radio News	7
Or	
JRNL521* Advanced TV News	9
JRNL605 Broadcast Internship 2	6
JRNL608 Entrepreneurial Skills	3

* Students who study Advanced Radio News in the fall semester will study Advanced TV News in the winter semester and vice-versa.

Creative Writing Profile

Semester 3 (18 hours/week)	Credits
JRNL511 Media Law	2
JRNL530 Internship (Publishing)	6
JRNL531 Creative Writing	5
JRNL532 Publication Editing	4
JRNL601 Careers in Journalism	1
Semester 4 (18 hours/week)	Credits
JRNL530 Internship (Publishing)	6
JRNL531 Creative Writing	5
JRNL532 Publication Editing	4
JRNL608 Entrepreneurial Skills	3

Local Area Network Design and Administration

(Post Graduate Certificate)

*School of Information Technology, Accounting
and Electronics*

Application Program Code 30531

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This program prepares you to become a network technician/manager with skills in systems planning, hardware and software management. Coming into this program you should already have computer skills in hardware and software. You also need to be familiar with one programming language such as Pascal, C, Fortran, COBOL, etc.

You will become involved in software and hardware installation, electronic mail and workgroup management, system security and resource management, the automation of common activities on the network, network load and scheduling. You will build small independent networks using different operating systems such as DOS/Windows (various versions), MacOS, UNIX and OS/2 and link them together. You will use and study mid-range cost network operating systems such as Novell's NetWare, UNIX, and Windows NT. Diagnosing and resolving hardware and software conflicts using the appropriate tools will be emphasized. The networks themselves will be used as a learning tool including the use of electronic mail for discussion groups, and access to the Internet. On completing the program, you should be able to recommend and evaluate cost-effective network solutions.

This program differs from other network education programs in that it covers more than one vendor's product line and teaches you how to make the products work together. It is these Internet working skills that will distinguish the graduates of the program.

The graduate should be able, with extra study, to pass vendor specific tests such as Novell's CNA/CNE and obtain certification in these products.

ADMISSION REQUIREMENTS

- Two year college diploma or equivalent;
- Two college-level courses in programming or equivalent;
- Familiarity with at least one computer operating system;
- Familiarity with at least one programming language;
- Interview with the program co-ordinator.

Note: Some familiarity and degree of comfort with handling electronic hardware is desirable but not essential.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Business, industry and government need to build and maintain internal and external computer networks. You might find work as a network administrator or as a technical support specialist with different kinds of computers including industrial controls, PCs, Macs, workstations, minis and mainframes. To consider employing a networking specialist a company will probably have 40 to 50 workstations but you might find work in smaller firms such as software and hardware vendors that support other companies' computer needs.

A career in network management and LAN technology will put you at the centre of this fast changing technology and lead you to future opportunities and career growth.

CURRICULUM

Semester 1 (20 hours/week)	Credits
CNET701 Personal Computer Internals	4
CNET702 Network Hardware and Lower Protocols	4
CNET703 Operating System Environments	4
CNET704 Introduction to NetWare	4
CNET705 Telephone Network Systems	4
Semester 2 (20 hours/week)	Credits
CNET802 Client Server Computing	4
CNET803 Network Applications	4
CNET804 Bridges and Routers	4
CNET805 Advanced NetWare	4
CNET806 Advanced UNIX Management	4

Marketing Management

Canadian Securities Profile

(Post Graduate Certificate)

School of Business – Lakeshore Campus

Application Program Code 02245

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

The investment industry is challenging and fast paced. Professionals working in the field must determine the best ways to obtain financing and to identify the optimum investment opportunities for investors. This program is designed for those who would like to work in marketing or pursue a career in investment and securities.

ADMISSION REQUIREMENTS

- A university degree or a college diploma, or mature students with a minimum of five years related experience (mature students will be required to write the College's Mature Applicant Assessment);
- Computer literate with the ability to use word processing, spreadsheets, databases and the Internet for research.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Students in this program are required to register with The Canadian Securities Institute for an additional fee. This fee of approximately \$230 (1997 fees) includes the Institute's learning package and examination fee.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Marketing Management (Post Graduate Certificate) program may be eligible to apply their academic credits towards further study at the following university and/or association:

- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Career opportunities in the Canadian securities field vary from large institutional firms to regional offices and smaller operations. Large trading houses, banks and trust companies are prime employers. Careers exist in trading departments of securities firms, sales departments, research departments, corporate and government finance departments.

CURRICULUM

Note: The requirements of business and industry are constantly changing. As a result, at the time of the calendar printing, the Marketing Management curriculum was being reviewed and updated to meet the market demands.

Semester 1 (17 hours/week)	Credits
MKPD702 Marketing Leadership	4
MKPD703 Fundamentals of Marketing	6
MKPD740 Financial Planning 1	3
MKPD741 Canadian Securities 1	4
Semester 2 (17 hours/week)	Credits
MKPD705 Marketing Seminar	2
MKPD709 Professional Selling – Marketing Management	3
MKPD711 Marketing Management	4
MKPD742 Financial Planning 2	4
MKPD743 Canadian Securities 2	4

Marketing Management

Regular Profile

(Post Graduate Certificate)

School of Business – Lakeshore Campus

Application Program Code 02241

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This two semester program is ideal for university or college graduates who wish to broaden their academic background with a skilled based program in the marketing management field. The program is designed to develop the skills marketing employers are looking for: communications, inter-personal skills, customer service, creative problem solving, research, decision making, advertising and promotion, professional selling, marketing strategies and other key skills necessary in the marketing field.

You will learn by doing: setting goals and objectives, time management, decision-making, and handling pressure during group projects, cases, discussions and practical assignments.

You will strengthen your computer skills, and ideally will have access to a personal computer.

ADMISSION REQUIREMENTS

- A university degree or a college diploma, or mature students with a minimum of five years related experience (mature students will be required to write the College's Mature Applicant Assessment);
- Computer literate with the ability to use word processing, spreadsheets, databases and the Internet for research.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Marketing Management (Post Graduate Certificate) program may be eligible to apply their academic credits towards further study at the following university and/or association:

- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CURRICULUM

Note: The requirements of business and industry are constantly changing. As a result, at the time of the calendar printing, the Marketing Management curriculum was being reviewed and updated to meet the market demands.

Semester 1 (17 hours/week)	Credits
MKPD702 Marketing Leadership	4
MKPD703 Fundamentals of Marketing	6
MKPD709 Professional Selling – Marketing Management	4
MKPD715 International Trade	3
Semester 2 (17 hours/week)	Credits
MKPD705 Marketing Seminar	2
MKPD706 Research for Marketing Management	4
MKPD707 Distribution – Marketing Management	3
MKPD708 Advertising, Sales Promotion and Public Relations	4
MKPD711 Marketing Management	4

Mechanical Engineering Technology

CAD/CAM Profile

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 3073G

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This post graduate diploma program has been designed primarily to expand on principles and fundamentals of mechanical engineering in the technician's education. At the same time, it is giving more depth to the program's specialization. You will enhance your knowledge of complex systems including automation concepts, microcomputers, and robotics.

ADMISSION REQUIREMENTS

- Completion of a 2 year Mechanical Engineering Technician program at Humber or any Canadian college with a minimum GPA of 70 per cent. Some students may require pre-requisite courses before enrolment;
- Or
- University degree in technology (B.Tech), or science (B.Sc.);
- Or
- Permission of the director.

Note: Grade and/or course requirements are used in the selection process for all programs. Mature students with 5 years of related work experience are encouraged to apply. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Mechanical Engineering Technician CAD/CAM Profile diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

For career opportunities please call (416) 675-6622, ext. 4713 or e-mail smttd@admin.humberc.on.ca.

CURRICULUM

Semester 5 (23 hours/week)	Credits
CALC103 Calculus	3
EMEC504 Machine Design 1	4
MECH607 Mechanical Component Design	4
MECH608 Mechanics – Computer Simulations	4
MECH201 Statics (night class)	4
1 Elective	4
Semester 6 (24 hours/week)	Credits
EMEC603 Machine Design 2	4
IENTG502 Engineering Economic Analysis	4
MECH609 Advanced Manufacturing Processes	4
MECH401 Strength of Materials (night class)	4
2 Electives	8

Electives (night classes, both semesters)	Credits
CALC201 Applied Calculus	3
MECH207 Engineering Materials	4
MECH301 Dynamics	4
MECH407 Advanced Topics in AutoCAD	4
MECH501 Advanced Computer Applications	3
MECH605 Advanced CADKEY	4
MECH610 Metrology (CMM)	4
MECH611 CAM 3 (SurfCAM)	4
MTRN203 CADKEY	3
PLAS403 Mould and Die Design	3

Note: All electives may not be available in both semesters. Please plan your classes in advance. Some electives may be available as day classes of other programs.

Mechanical Engineering Technology

Engineering Design Profile

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 3073D

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

This post graduate diploma program has been designed primarily to expand on principles and fundamentals of mechanical engineering in the technician's education. At the same time, it is giving more depth to the program's specialization. You will enhance your knowledge of complex systems including automation concepts, microcomputers, and robotics.

ADMISSION REQUIREMENTS

- Completion of a 2 year Mechanical Engineering Technician program at Humber or another Canadian college with a minimum GPA of 70 per cent. Some students may require pre-requisite courses before enrolment;
- Or
- University degree in technology (B.Tech), or science (B.Sc.);
- Or
- Permission of the director.

Note: Grade and/or course requirements are used in the selection process for all programs. Mature students with 5 years of related work experience are encouraged to apply. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Mechanical Engineering Technician Engineering Design Profile diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

For career opportunities please call (416) 675-6622, ext. 4713 or e-mail smttd@admin.humberc.on.ca.

CURRICULUM

Semester 5 (22-23 hours/week)	Credits
CALC103 Calculus	3
EMEC504 Machine Design 1	4
MECH201 Statics (night class)	4
MECH607 Mechanical Component Design	4
MECH608 Mechanics - Computer Simulations	4
1 Elective	3-4

Semester 6 (22-24 hours/week)	Credits
EMEC603 Machine Design 2	4
IENG502 Engineering Economic Analysis	4
MECH401 Strength of Materials (night class)	4
MECH609 Advanced Manufacturing Processes	4
2 Electives	6-8

Electives (night classes, both semesters)

CALC201 Applied Calculus	3
ELEC102 Logic 1	4
MANF603 PLC Applications	4
MECH207 Engineering Materials	4
MECH301 Dynamics	4
MECH407 Advanced Topics in AutoCAD	4
MECH501 Advanced Computer Applications	3
MECH605 Advanced CADKEY	4
MECH610 Metrology (CMM)	4
MTRN202 Pneumatics	3

Note: All electives may not be available in both semesters. Please plan your classes in advance. Some electives may be available as day classes of other programs.

Mechanical Engineering Technology

Plastics Profile

(Diploma)

School of Manufacturing Technology and Design

Application Program Code 3073P

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This post graduate diploma program has been designed primarily to expand on principles and fundamentals of plastics engineering in the technician's education. At the same time, it is giving more depth to the program's specialization. You will enhance your knowledge of complex systems including automation concepts, microcomputers, and robotics.

ADMISSION REQUIREMENTS

- Completion of a 2 year Plastics Engineering Technician program at Humber or any Canadian college with a minimum GPA of 70 per cent. For some courses, pre-requisites must be completed before enrolment;
- Or
- University degree in technology (B.Tech), or science (B.Sc.);
- Or
- Permission of the director.

Note: Grade and/or course requirements are used in the selection process for all programs. Mature students with 5 years of related work experience are encouraged to apply. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Plastics Engineering Technician diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

For career opportunities please call (416) 675-6622, ext. 4755 or e-mail smttd@admin.humberc.on.ca.

CURRICULUM

Semester 5 (22-23 hours/week)	Credits
CALC103 Calculus	3
EMEC504 Machine Design 1	4
MECH607 Mechanical Component Design	4
MECH608 Mechanics - Computer Simulations	4
MECH201 Statics (night class)	4
1 Elective	3-4

Semester 6 (22-24 hours/week)	Credits
EMEC603 Machine Design 2	4
IENG502 Engineering Economic Analysis	4
MECH609 Advanced Manufacturing Processes	4
MECH401 Strength of Materials (night class)	4
2 Electives	6-8

Electives (night classes, both semesters)	Credits
CALC201 Applied Calculus	3
EMEC606 Microcomputer Based Automation	4
MANF603 PLC Applications	4
MECH207 Engineering Materials	4
MECH301 Dynamics	4
MECH407 Advanced Topics in AutoCAD	4
MECH501 Advanced Computer Applications	3
MECH605 Advanced CADKEY	4
MECH610 Metrology (CMM)	4
MTRN203 CADKEY	3
MTRN204 Mechatronics 1	3
MTRN304 Mechatronics 2	4

Note: All electives may not be available in both semesters. Please plan your classes in advance. Some electives may be available as day classes of other programs.

Media Copywriting

(Post Graduate Certificate)

School of Media Studies

Application Program Code 10021

North Campus

Internet: www.humberc.on.ca

Three consecutive semesters, beginning in September

This program is designed for individuals who want to develop and focus their writing skills for a career in advertising. Graduates have the specialized skills to develop concepts and write creative advertising and promotion copy for all print, broadcast and new media. Additionally, successful students from the Foundation semester may choose a two semester profile in direct response advertising. This profile will give them the unique writing skills required for a career in direct response advertising.

ADMISSION REQUIREMENTS

- A university degree or college diploma;
Or
- Mature student status (19 years or over) with an appropriate combination of education and/or relevant life experience;
- Attendance at an interview/orientation session at which you will have to complete a reading/comprehension and sentence skills assessment, and a conceptual thinking assessment test.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Graduates work as copywriters in general or direct response advertising agencies; in the advertising/promotion departments of corporations, retail companies and the municipal, provincial or federal governments; or as freelance copywriters.

CURRICULUM

Foundation

Semester 1 (18 hours/week)	Credits
COPY102 Creative Strategy	2
COPY107 Advertising Seminar Series	2
COPY109 Introduction to Advertising	4
COPY110 Creative Writing for Advertising 1	4
COPY111 Macintosh Applications for Media Copywriting 1	3
COPY112 Introduction to Direct Response Marketing	3

General Advertising Profile

Semester 2 (23 hours/week)	Credits
COPY201 Introduction to Print	4
COPY202 Campaign Strategies 1	4
COPY203 Introduction to TV/AV/Video	5
COPY205 Introduction to Radio	3
COPY207 Presentation Skills	3
COPY210 Macintosh Applications for Media Copywriting 2	2
COPY211 Current Affairs and Advertising Trends	2

Semester 3 (17 hours/week)	Credits
COPY303 Creative Writing for Advertising 2	6
COPY305 Introduction to Web Site Writing	6
COPY306 Presentation Skills 2	1
COPY309* Field Placement	4

Direct Response Profile

Semester 2 (26 hours/week)	Credits
COPY250 Writing Ads that Sell/How to Talk One on One /The Art of Letter Writing	4
COPY251 Introduction to Direct Marketing (An Overview)	3
COPY252 Direct Marketing in Broadcast	5
COPY253 Presentation Skills and Entrepreneurship	3
COPY254 Developing the Integrated Campaign 1	4
COPY255 Collateral 1	3
COPY256 MAC Applications to Direct Response Copywriting	2
COPY257 Current Affairs and Advertising Trends	2

Semester 3 (17 hours/week)	Credits
COPY350 Developing the Integrated Campaign 2	6
COPY352 Web Site Writing for the DR Internet	6
COPY353 Presentation Skills 2	1
COPY354* Field Placement	4

* Note: Students participate in a full-time field placement at an advertising agency during the last eight weeks of Semester 3. All other course work is completed in the first eight weeks of this semester.

Package and Graphic Design – Accelerated (Diploma)

School of Media Studies

Application Program Code 04911

North Campus

Internet: www.humberc.on.ca

Four semesters, beginning in September

The design and manufacture of packages is a billion dollar industry. Humber College's Package and Graphic Design program is niche training that focuses on this industry.

This version of the Package and Graphic Design program is offered in a four semester continuous format. It is designed for advanced students who have completed a certificate or degree or who have significant work experience in graphics and design.

The program combines theory, practical work and on-the-job experience. You will learn design, computer graphics, marketing, packaging technology, three-dimensional design, technical illustration, government regulations, and packaging materials. In addition, an entrepreneurship course teaches the basics of successful self-employment. The final semester is a field placement.

You will finish the program with an impressive portfolio of your work to show prospective employers or clients. All faculty work in the packaging industry so they are current and can help you make valuable contacts.

ADMISSION REQUIREMENTS

- A university degree or college diploma in design, graphics or fine arts;
Or
- Mature student status with at least five years experience in the packaging or graphic design industry;
- Basic skills in computer applications using Photoshop, Adobe Illustrator and QuarkXPress;
- Attendance at an orientation and assessment interview to present a portfolio.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Package and Graphic Design diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

Graduates find work in package and graphic design studios, advertising agencies, printing houses or converters (packaging production facilities specializing in corrugated materials, paper board, film and plastics, bottles and cans, etc.), consumer goods manufacturers, and marketing agencies. Firms that have recently hired our graduates include Domtar, MacMillan Bathurst, Atlantic Packaging, Canadian Tire, M2000, Image Pac and LePages.

For further information contact Professor Vass Klymenko, Program Co-ordinator at (416) 675-6622, ext. 4420, or e-mail klymenko@admin.humberc.on.ca.

CURRICULUM

Semester 1 (22 hours/week)	Credits
PACK301 Materials and Testing 1	2
PACK302 3-Dimensional Design 1	8
PACK303 Print Processes 1	3
PACK305 Government Regulations	3
PACK308 Packaging Design 1	6
Semester 2 (19 hours/week)	Credits
PACK403 Print Processes 2	2
PACK404 Packaging Machinery	2
PACK410 Marketing Design	3
PACK411 Packaging Design 2	6
PACK412 3-Dimensional Design 2	6
Semester 3 (24 hours/week)	Credits
PACK501 Packaging For The Future	3
PACK504 Computer Graphics	3
PACK505 Computer Prepress	3
PACK506 Packaging CAD	3
PACK507 Entrepreneurship	2
PACK508 Package Design Option A	10
Semester 4 (14 hours/week)	Credits
PACK600 Field Placement	14

Photography – Advanced

(Post Graduate Certificate)

School of Media Studies

Application Program Code 10071

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

This two semester, one year advanced photography program at Humber College emphasizes training in two critical areas – portfolio development and digital imaging skills – both of which are key to employment in the face of rapidly changing technology and increased competition among ‘image makers’.

Often, a photographer’s portfolio or ‘book’ is the first, and sometimes the only, contact with an art director. It must be dynamic, aggressive, exciting, and up-to-date. Investing the time and effort to create a superior portfolio is an investment that will pay benefits throughout a photographer’s career. You will work for eight months under the broad direction of faculty to create just such a portfolio. In addition, you will spend many hours with state-of-the-art computer equipment in order to develop and hone digital expertise and the associated skills that have become necessary for today’s professional photographers.

In addition to portfolio and digital courses, the program includes entrepreneurial skills development, concept and design courses, as well as field placements. Instruction combines supervised instruction, individualized student-driven project work, small group seminars, and ongoing portfolio review. You must be a ‘self-starter’, able to set high personal and professional standards, implement strict work agendas, effect superior time management skills, and be willing to find and commit to field placement work. Much of the course work in this program is self-directed.

ADMISSION REQUIREMENTS

- A graduate of a two or three year college photography, multi-media or film program, or hold a related university degree;
- Mature students with a minimum of five years photographic experience will be considered;
- Must have basic training and demonstrable skills in digital applications, including Photoshop and QuarkXPress.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Students are required to supply their own 2-1/4 and 4x5 cameras, as well as a removable hard disk for electronic storage. (Rental cameras are available for students who do not own the required cameras.)

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Creative Photography diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

For further information, contact the Program Co-ordinator, Professor James Chambers at (416) 675-6622, ext. 4656.

CURRICULUM

Semester 1 (22 hours/week)		Credits
FOTO601	Portfolio Development 1	3
FOTO602	Digital Imaging 1	3
FOTO604	Entrepreneurial Skills 1	2
FOTO608	Field Placement Seminar 1	6
FOTO609	Digital Portfolio 1	3
FOTO610	Imaging Workshop 1	3
FOTO611	Concept and Design 1	2
Semester 2 (24 hours/week)		Credits
FOTO701	Portfolio Development 2	3
FOTO702	Digital Imaging 2	3
FOTO704	Entrepreneurial Skills 2	2
FOTO708	Field Placement Seminar 2	6
FOTO709	Digital Portfolio 2	3
FOTO710	Imaging Workshop 2	3
FOTO711	Concept and Design 2	2
FOTO712	Professional Studies	2

Professional Golf Management

(Certificate)

School of Business

North Campus

Internet: www.humberc.on.ca

One year, beginning in late September

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application form for this program, please complete and return the application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

As the number of golf courses in Canada increases, so does the demand for qualified professionals to run them. The days when the golf professional just gave a few lessons and had lunch with the club members are gone. Today's successful golf professional is an astute business person who understands the business of golf from marketing to managing the pro shop. In other words, graduates of the program are not just golf professionals, they're also professional golf managers.

To train this new breed of golf professional, Humber College offers the first full-time professional golf management program in Ontario, in a one year, post graduate format. The program is offered over two 12 week terms, leading to a Certificate of Specialization in Professional Golf Management.

ADMISSION REQUIREMENTS

Academic

- A university degree, or 3 year community college diploma in Business Administration, or achievement of CPGA Class A Professional status;
- Successful completion of an English assessment test.

Non-Academic

- Submit a résumé outlining any industry-related experience or other customer service positions held outside of the golf industry. Applicants should also outline golf achievements;
- Applicants must submit a certified handicap card verifying their most recent handicap;
- Applicant's career objectives, personal suitability for employment within the golf industry, and potential to manage oneself and others will be assessed prior to admittance.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Professional Golf Management diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

A graduate of this program, who completes CPGA additional requirements, would be qualified to work as a head professional, associate professional or an assistant professional in any CPGA facility. And given the breadth of the business administration curriculum, a graduate would be well prepared to pursue a marketing, sales or general management career within the golf industry.

CURRICULUM

Semester 1

	Credits
BPGM115 Computer Applications in Golf Operations	2
BPGM913 Club Finance and Accounting 1	4
BPGM914 Retail Club Design and Promotion	4
BPGM915 Course Design and Turf Management	4
BPGM916 Careers in Professional Golf Management	2
BPGM917 Kinesiology and the Fundamentals of Golf	2
BPGM918 Golf Operations, Policies and Procedures	2
BPGM919 Principles of Marketing	4
BPGM920 Bar and Restaurant Operations 1	4

Semester 2

	Credits
BECN910 Micro/Macroeconomics	3
BPGM706 Rules of Golf and Tournament Organization	3
BPGM922 Business Policy in Golf Management	4
BPGM923 Club Finance and Accounting 2	4
BPGM924 Human Resource Management	4
BPGM925 Business Law in Golf Operations	4
BPGM926 Advanced Golf Principles	3
PSYC007 Psychology of Sport	4

Public Relations

(Post Graduate Certificate)

School of Media Studies

Application Program Code 04561

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September or January

Generating good will through responsible action plus ensuring the timely and accurate dissemination of information about an organization is the core of public relations. Humber's certificate program will prepare you for the demanding role of a public relations practitioner. We offer practical, 'hands on' experience that will prepare you for a challenging career in public relations.

After successfully completing two academic semesters, you will be assigned an eight week field placement in a public relations environment. Your future employer will be looking for these qualities: the ability to write at a professional level, plus enthusiasm, perseverance, teamwork, attention to detail, organizational skills, as well as the ability to understand and express other people's points of view.

ADMISSION REQUIREMENTS

- A university degree or three year college diploma (applicants with partial post secondary education, or related work experience may apply for advanced standing in the Public Relations diploma program);
- Attendance at an interview/orientation session where you will be required to complete a communications assessment and reading comprehension test;
- Keyboarding skills (approx. 30 words per minute);
- Wordprocessing proficiency in Microsoft Word.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Public Relations diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

UNIVERSITY TRANSFER OPTIONS

Qualified graduates of the Public Relations (Post Graduate Certificate) program may be eligible to apply their academic credits towards further study at the following universities and/or associations:

- Wilfrid Laurier University, Waterloo, Ontario

For detailed information, refer to the Humber College University Transfer Guide, or visit our web site.

CAREER OPPORTUNITIES

Graduates of the Public Relations certificate program work in corporate, non-profit, and government departments as well as public relations agencies.

ADDITIONAL COSTS

Textbooks, event-related costs and field trips will cost approximately \$600.00.

CURRICULUM

Semester 1 (29 hours/week)	Credits
PRC.111 Proposal Development 1	2
PRC.121 Writing Lab 1 (Certificate)	5
PRC.122 Organizational Communications Theory and Practices	5
PRC.123 Event Planning and Management	4
PRC.125 Electronic Publishing 1	4
PRC.126 Supplier Management	2
PRC.218 Public Affairs (Certificate)	4
PRC.221 Research for Public Relations Practitioners	3
Semester 2 (31 hours/week)	Credits
PRC.120 Marketing Public Relations	2
PRC.202 Seminar	2
PRC.207 Writing Lab 2 (Certificate)	4
PRC.210 Fundraising	4
PRC.212 Proposal Development 2	2
PRC.215 Public Relations in the Workplace (Certificate)	2
PRC.216 Entrepreneurship and Business Practices	3
PRC.219 Public Relations Presentation Skills (Certificate)	2
PRC.225 Electronic Publishing 2	2
PRC.226 Media Relations	4
PRC.300* Field Placement	4

* **Note:** Field Placement is not included in instructional hours per week. Students must be current and passing in all courses to go on Field Placement. (Approximately 35 hours per week for eight weeks.)

Recreation and Leisure Services – Accelerated (Diploma)

Hospitality, Recreation and Tourism Alliance (HRT Alliance)

Application Program Code 10311

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

The Recreation and Leisure Services – Accelerated program is under the umbrella of Hospitality, Recreation and Tourism Alliance (HRT Alliance). HRT Alliance develops and delivers programming to meet the needs of students looking to earn a diploma in their chosen field. We have a reputation of being closely connected to our partners in tourism industries to ensure currently and market related programs. HRT Alliance is a connection between the student, college and employer, working together in partnership to achieve our goal of being the leader in tourism industries training.

Earn a Recreation and Leisure Services Diploma in one year by qualifying for advance standing based on your previous education and experience. The program begins in September and includes classroom work and industry traineeship.

ADMISSION REQUIREMENTS

- A university degree;
- Attendance at an interview.

Note: Students with a degree in recreation should not apply as this program would be a duplication in studies.

Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

Applicants whose highest level of education is the Ontario Secondary School Diploma (OSSD), or equivalent, please refer to the Recreation and Leisure Services diploma program listed in the Post Secondary Certificate and Diploma Programs section of this publication.

CAREER OPPORTUNITIES

Graduates of the Recreation and Leisure Services – Accelerated program have a wide variety of employment options including: commercial, voluntary, municipal, and private agencies in the recreation field.

ADDITIONAL COSTS

Students will be required to pay the cost of transportation to and from their industry traineeship.

CURRICULUM

Semester 1

	Credits
HRT.102 Learning for Independence	2
RECL701 Recreation and Leisure Programming 1	4
RECL702 Recreation Marketing 1	4
RECL703 Human Resource Management	4
RECL704 Leadership and Group Dynamics	2
RECL710 Industry Traineeship 1	7
RECL726 Leisure Events Planning (Tutorial)	1

Semester 2

	Credits
RECL720 Industry Traineeship 2	7
RECL721 Recreation and Leisure Programming 2	4
RECL722 Recreation Marketing 2	4
RECL723 Risk Management	3
RECL724 Financial Planning	4
RECL725 Current Issues in Recreation	2

Supply Chain Management

(Post Graduate Certificate)

School for the Built Environment
and School of

Application Program Code 10151
North Campus
Internet: www.humberc.on.ca
Two semesters, beginning in September

Today, transforming raw materials into finished goods in a cost-effective way, while providing dependable delivery of those goods day after day, requires a clear understanding of supply chain. It also requires having control of a realistic plan and the ability to implement it.

Supply Chain Management is a relatively new field of employment. Because of supply chain integration, logistic professionals are now occupying a more influential position on the organization chart of their companies.

ADMISSION REQUIREMENTS

- An equivalent combination of education and experience in business and industry will be considered;
- A personal interview with a program faculty member.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

This program is designed to prepare students for entry level positions in the following areas: logistics analyst, planning, inventory management, warehousing and transportation operations, transportation sales, customer service, and customs coordination.

CURRICULUM*

Semester 1 (18 hours/week)	Credits
SCM.700 Logistics Technology 1	3
SCM.710 Workplace Orientation	3
SCM.720 Marketing and Sales	3
SCM.730 Transportation and Warehousing 1	3
SCM.740 Supply/Demand Management	3
SCM.750 Finance	3
Work Placement	0

Semester 2 (18 hours/week)	Credits
SCM.800 Logistics Technology 2	4.5
SCM.810 International Logistics	1.5
SCM.820 Customer Service	1.5
SCM.830 Transportation/Warehouse 2	3
SCM.840 Purchasing/Supplier Management	3
SCM.850 Supply Chain Management - A Competitive Advantage ..	1.5
SCM.860 Supply Chain Integrative Project	3

*SAP and Manugistics are incorporated throughout the program.

Teachers of English as a Second Language (TESL/TEFL)

(Post Graduate Certificate)

Liberal Arts and Sciences Division

Application Program Code 05841
North Campus
Internet: www.humberc.on.ca
One semester, beginning in September and January

This is a post graduate, one semester certificate program designed for experienced and novice teachers seeking qualifications in TESL/TEFL (Teachers of English as a Second Language/ Teachers of English as a Foreign Language) or other specialized training services. The program consists of five integrated components: The Adult ESL Learner, Applied Linguistics, Methodology, Pedagogical Grammar and the Practicum - exposing candidates to a wide range of theoretical issues and providing them with opportunities for ESL class observation and practice teaching. The program is designed from an adult education perspective. Total - 320 hours.

ADMISSION REQUIREMENTS

- A university degree (Preference will be given to candidates with a degree in: Linguistics, English, Modern Languages, Education, Psychology, Journalism, Anthropology or Sociology);
- Some ESL classroom experience working with adults is recommended. (Preference will be given to individuals who have documented teaching experience in adult ESL classes. If the teaching experience was obtained outside of Metro Toronto, the documentation should include a reference letter from a coordinator, supervisor, etc.);
- A current curriculum vitae to be mailed in with transcripts and documentation of ESL classroom experience (if any);
- Candidates deemed eligible will be required to come in for further assessment: a written essay, a diagnostic grammar test, a group interview.

Note: Due to the integrated nature of this short, intensive program, advanced standing and/or exemption credit cannot be granted. Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

- ESL programs in adult day schools at school boards, community colleges, private schools, community groups, private language institutions and government agencies in Ontario, across Canada or abroad.
- EFL programs in foreign academic institutions and business.
- MWP/EWP (English in the Workplace)

EXPECTED WORKLOAD

The workload for the course is very heavy. In addition to regular background reading, candidates can expect a minimum of 10 assignments/tests plus preparation for micro-teaching sessions, workshops and practice teaching.

CURRICULUM

Semester 1 (20 hours/week)	Credits
TESL111 The Adult ESL Learner	3
TESL112 Applied Linguistics	1
TESL114 Pedagogical Grammar	6
TESL113 Methodology	6
TESL115 Practicum	4

Wireless Communications Technology

(Post Graduate Certificate)

Pending Ministry Approval

School of Information Technology, Accounting and Electronics

Application Program Code 20331

North Campus

Internet: www.humberc.on.ca

Two semesters, beginning in January

The Wireless Communications Technology post graduate certificate program prepares graduates in electronics and computer engineering for new areas in cellular radio/telephone, mobile satellite, wireless networks, personal communications systems, radio frequency identification, remote sensing, fiber optic networks, and microwave technologies.

Operating within the School of Information Technology, Accounting and Electronics, and with the assistance of industry leaders in the wireless field, Humber College has identified the wireless communications field as a pivotal element in the information technology explosion that characterizes the beginning of the new century. At home and abroad, wireless is changing the way Canadians communicate and revolutionizing communications in emerging countries where wireless is the most cost-effective way to build a first telecommunications infrastructure.

ADMISSION REQUIREMENTS

- Graduation from a three year program in electronics or computer engineering;
- Or
- Graduation from a two year electronics program specializing in radio frequency communications;
- Interview with program co-ordinator.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

CAREER OPPORTUNITIES

Projections of employment in this field indicate an immediate and continuing shortage of qualified technical personnel to be involved in the design, implementation and maintenance of the equipment and systems that make up the spectrum of wireless applications.

CURRICULUM

Semester 1 (20 hours/week)	Credits
ELIC513 Fiber Optic Communications	4
ELIC613 Data Communications 2	4
ELIC614 Applied Electromagnetics	4
ELIC615 Microwave Techniques	4
WLS.706 Cellular Technology	4
Semester 2 (20 hours/week)	Credits
ELIC612 Digital Signal Processing	4
WLS.704 Broadband Communications	4
WLS.707 Wireless Data Networks	4
WLS.709 Personal Communications Systems	4
WLS.710 Wireless Service Technology	4

Part-Time Post Graduate Programs

Activation Techniques in Gerontology

(Post Graduate Certificate – Part-Time)

School of Health Sciences

North Campus

Internet: www.humberc.on.ca

This program is designed for those who wish to enhance their working skills with the aged. It combines physical, social and rehabilitative theory and practical techniques aimed at enhancing independence and quality of life for older adults.

An application package is available which includes brochure, course descriptions, schedule of course offerings and application form. For further information, please contact, Anne Freeman, program advisor, School of Health Sciences, (416) 675-6622, ext. 4845.

Allied and Community Health

(Post Graduate Certificate – Part-Time)

School of Health Sciences

Internet: www.humberc.on.ca

The Allied and Community Health department in the School of Health Sciences offers two post secondary certificate programs in a part-time format.

- Occupational Therapist Assistant/Physiotherapist Assistant Program

- Pharmacy Assistant Program

The post graduate certificate program which is of interest to practicing professionals is:

- Palliative Care (formerly Life Threatening Illness, Dying and Bereavement) – Multidisciplinary

The post certificate program/courses are:

- Orientation to Pharmaceutical Industries.

Other courses offered are:

- Community Pharmacy Assistant (Self-Study) Training Program (correspondence program – for persons presently employed in a retail pharmacy).

- Crisis Intervention (on request from an agency)

- Emergency Services Dispatch Orientation

- Emergency Skills (First Aid, CPR)

Arts Administration

(Certificate – Part-Time)

School of Performing Arts

Internet: www.humberc.on.ca

The arts in Canada are a growth industry dependent upon the talents and expertise of trained managers with a commitment to and understanding of the arts, as well as with strong business skills.

There is an increasing demand for trained and experienced arts managers in the greater Toronto area (GTA) where many professional theatre and dance companies, galleries, exhibition spaces, artist-run centres, and professional music organizations are based.

To meet the needs of this sector, Humber College has established a certificate program in arts administration for individuals with experience in the field.

THE CERTIFICATE PROGRAM

Offered part-time, the Arts Administration certificate program requires the completion of seven courses chosen from Leadership and Communications, Financial Management, Arts and the Law, Board and Personnel Management, Tour Management, Fundraising, Public Relations, Strategic Planning, Marketing the Arts, Working With Volunteers, Dynamic Communications, and Grantsmanship and Government Relations.

All courses are developed with input from arts professionals.

Classes will be held downtown. Please call (416) 675-6622, ext. 4558 for assistance.

Gerontology – Multidiscipline

(Post Graduate Certificate – Part-Time)

School of Health Sciences

Internet: www.humberc.on.ca

This post graduate program is offered part-time to professionals who are working with an older population or those who would be interested in pursuing a career in the field of gerontology. A substantial base of theoretical knowledge and field experience in community and institutional settings make up the program.

An application package is available which includes brochure, course descriptions, schedule of course offerings and application form. For further information, please contact, Anne Freeman, program advisor, Health Sciences Division, (416) 675-6622, ext. 4845.

Master Studies in Jazz Improvisation and Composition

(Certificate – Part-Time)

School of Performing Arts

Lakeshore Campus

Internet: www.humberc.on.ca

Two semesters, beginning in September

Because this program is not funded by the government, please note that application for this program is made directly to Humber College and not to the Ontario College Application Service (OCAS). For more information and an application request form on page 148 of this calendar. Also, significantly higher tuition fees will apply. Please refer to page 141 for details.

This program is designed for advanced musicians at the professional level. The focus of this program is on performance and composition. All aspects of jazz, improvisation, composition, harmony, theory and history, will be taught holistically through performance in a small ensemble setting with the ultimate goal of enabling each participant to discover his or her own creative artistic voice. The program will consist of two small ensembles made up of a maximum of four horns, four rhythm, and a vocalist. Composers, string players, vibraphonists, flautist, etc. will be welcomed. Each ensemble will meet in rehearsal twice a week and play an afternoon concert every second week.

Guest faculty will be present three times each semester.

ADMISSION REQUIREMENTS

- Advanced musician at the professional level;
- Audition tape is required.

Note: Grade and/or course requirements are used in the selection process for all programs. See the Selection Procedures section in the back of this publication.

For information on registration call (416) 675-6622, ext. 3205.

Registered Nurse (Certificate – Part-Time)

School of Health Sciences

North Campus

Internet: www.humberc.on.ca

Humber College offers a selection of carefully designed post graduate programs and courses for Registered Nurses.

- Childbirth Educators Program
- Community Nursing for the RN
- Coronary Care Nursing
- Critical Care Certificate
- Emergency Nursing
- Maternity Certificate Program
- Mental Health Nursing
- Neonatal Intensive Care Program
- Nephrology Nursing
- Neuroscience Nursing
- Occupational Health Nursing
- Operating Room Nursing
- Respiratory Nursing

ADDITIONAL COURSES FOR NURSES

- Advanced Breastfeeding Strategies
- Advanced / Care of the Surgical Patient
- Breastfeeding Basics
- Breastfeeding Field Work
- Care of the Post Anaesthetic Patient
- Introduction and Advanced IV Therapy
- IV Therapy / Phlebotomy
- Patient Assessment
- RN Examination Review
- Scrubbing for Caesarian Sections

For further information on these post graduate nursing programs and courses, please contact Health Sciences, North Campus, (416) 675-6622, ext. 4709, or (416) 798-1034. We publish a detailed brochure outlining the continuing education program and course opportunities. For your copy, please call the above phone number, or write Chair, Nursing, Health Sciences, Humber College, North Campus, 205 Humber College Blvd., Toronto (Etobicoke), Ontario, M9W 5L7.

Registered Practical Nurse

(Certificate – Part-Time)

School of Health Sciences

North Campus

Internet: www.humberc.on.ca

Humber College offers additional courses for registered practical nurses to expand their competencies. These post graduate courses are offered to supplement the knowledge previously obtained at the basic level.

CERTIFICATE PROGRAMS

- Childbirth Educators
- Community Nursing
- Mental Health Nursing
- Operating Room Nursing

ADDITIONAL COURSES FOR PRACTICAL NURSES

- Advanced Breastfeeding Strategies
- Asepsis for the RPN
- Assessment Skills for RPNs
- Breastfeeding Basics
- Breastfeeding Field Work
- ECG Recording for the RPN
- Enhanced Nursing Skills RPN
- Medications Course for the RPN
- Phlebotomy for the RPN
- Refresher Medication for RPN
- RPN Care of the Cardiac Patient
- RPN Exam Review
- RPN Maternity Nursing

For further information or a brochure, please call (416) 675-6622, ext. 4709, or (416) 798-1034.

Apprenticeship, pre-college, and technical certificate *programs*



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Apprenticeship Programs

Internet: www.humberc.on.ca

Apprenticeship offers you an opportunity to learn a highly skilled trade in a variety of occupations through practical job experience and in-school training. Registration for these programs takes place through your local Apprenticeship Branch Office of the Ministry of Education and Training.

ADMISSION REQUIREMENTS

- Minimum 16 years of age;
- Grade 10 (Ontario) (general level or above);
- Must be literate in English;
- Employed in your chosen field.

HUMBER COLLEGE OFFERS THE FOLLOWING APPRENTICESHIP PROGRAMS:

- | | |
|-----------------------------------|--|
| • Arborist Apprenticeship | • Boilermaker |
| • Cook (Cuisine) Apprentice | • Electrician (Construction and Maintenance) |
| • Electrician (Industrial) | • Plumber |
| • Facilities Maintenance Mechanic | • Small Engines |
| • Horticulture Apprenticeship | |
| • Network Cabling Specialist | |

For further information, please contact your local Apprenticeship Branch Office or call (416) 326-5800.

Arborist Apprenticeship

School for the Built Environment

North Campus

Internet: www.humberc.on.ca

Twenty week in-school session

Basic – Twelve weeks beginning in January

Advanced – Eight weeks, beginning in January

ADMISSION REQUIREMENTS

- Grade 10 (Ontario) (general level or above);
- Applicant must be working in the field of arboriculture;
- Minimum 16 years of age;
- Applicant must be literate in English.

Note: Registration is through the applicant's local office of the Ontario Training and Adjustment Board (OTAB). Arborist regulations are 48/93, Trade Code 444A.

ADDITIONAL INFORMATION

Instruction focuses on planting, maintenance, and removal of trees in the urban landscape. The program emphasis is on safety, teamwork and the development of sound, up-to-date job skills and workplace practices. Lectures and labs are balanced with a practical field work component.

Before participating in this program, it is important that apprentices fully appreciate the following:

1. Field practice sessions run two days per week even under inclement winter weather conditions.
2. Approximately 70 per cent of the time spent in the field involves tree climbing to heights of 60 feet or more.
3. Attendance at all classes is mandatory and students must be dressed appropriately for the scheduled activity and prevailing weather conditions. Unauthorized absences may result in a reduction of UI benefits.
4. The majority of field practice sessions are held off-campus and require students to find their own transportation, at their own expense, to job-sites ranging from 1/2 to 3/4 of an hour from the College. These travel expenses are not reimbursed by the College or OTAB.
5. On a scheduled rotating basis, students will be responsible for supervision of field practice sessions and for transportation of tools and equipment to job sites.

Arborist apprentices will be required to purchase and come to their second day of classes with the following personal protective equipment; C.S.A. approved Class B hardhat, work-rated safety boots, safety goggles or glasses, hearing protection, chain saw gloves and chain saw pants.

Arrangements for parking and lockers will be made during the orientation session on the first day.

All students entering the Arborist Apprenticeship program are strongly advised to ensure that they have had a tetanus injection (or booster shot) within the last ten years. The nature of the work may increase the risk of a tetanus infection if appropriate preventative measures are not taken.

Note: Subject to Apprenticeship Reform, the dates for in-school sessions may change. Please contact your consultant to confirm start dates.

CAREER OPPORTUNITIES

The majority of career opportunities exist within the utility, municipal or commercial tree care sectors. Entry level positions usually require strong climbing skills. The diversity of advancement opportunities is exciting and is largely a function of the skills and strengths of the employee and the specific needs of the employer.

CURRICULUM

Basic Session

(30 hours/week)	Credits
ACAP101 Safe Workplace Practices 1	4
ACAP102 Forestry Tools and Equipment 1	4
ACAP103 Arboriculture Practices 1	12
ACAP104 Arboriculture Science 1	3
ACAP105 Plant Health Care 1	3
ACAP106 Business Skills 1	4

Advanced Session

(30 hours/week)	Credits
ACAP303 Arboriculture Practices 2	18
ACAP304 Arboriculture Science 2	4
ACAP305 Plant Health Care 2	4
ACAP306 Business Skills 2	4

Cook (Cuisine) Apprenticeship

*Hospitality, Recreation and Tourism Alliance
(HRT Alliance)*

North Campus

Internet: www.humberc.on.ca

Fifteen hours per week (two days) for thirty weeks,
beginning in September

BASIC AND ADVANCED PROGRAM

In the apprenticeship certificate program, you attend class two days a week at Humber College and go to work as usual the rest of the week. This arrangement lets you apply your new skills and knowledge to your job each week.

The curriculum is flexible and innovative while following the requirements set by the provincial committee.

HOW TO REGISTER

Employers can register interested employees through the local Apprenticeship Office of the Ministry of Education and Training.

A completed application form must be submitted along with proof of education transcripts and the registration fee to an Industrial Training Consultant. Applicants may also be required to submit documented evidence of previous experience in the field.

Once the applicant has met the above requirements and has been accepted, he/she will be asked to undertake a contract of apprenticeship with the Ministry of Education and Training. When the above process has been completed an applicant will then be scheduled to attend the program at Humber College.

ADMISSION REQUIREMENTS

- Grade 10 (Ontario) (general level or above) or equivalent;
- Minimum 16 years of age;
- Applicant must be literate in English;
- Applicant must have been employed in a commercial or institutional kitchen for eight weeks prior to the commencement of the program;
- A scheduled meeting with program co-ordinator prior and after application to the Ministry of Education and Training office is strongly recommended.

ADDITIONAL INFORMATION

If you would like to know more about the flexibility and transferability available within the hospitality programs, please contact John Walker, Chair, Hospitality, Recreation and Tourism Alliance (HRT Alliance), at (416) 675-6622, ext. 4550.

ADDITIONAL COSTS

Textbooks and consumables will be supplied by Humber College. Students provide uniforms, knives, and practical manuals.

CURRICULUM

<i>Basic</i>	<i>Credits</i>
CULN100 Practical Baking	4
CULN106 Hospitality Calculations/Nutrition	2
CULN301 Larder Practical	4
CULN302 Larder Butchery Theory	2
CULN303 Hotel Butchery	2
CULN811 Sanitation Safety and Equipment	1
CULN814 Culinary Knowledge - Level 1	2
CULN819 Contemporary Culinary Skills and Techniques	4
CULN861 Kitchen Management 1	2
LANG130 Hospitality Communications - Level 1	1
<i>Advanced</i>	<i>Credits</i>
CULN191 Cuisine Theory	2
CULN192 Cuisine Practical	4
CULN200 Pastry 1	4
CULN309 Advanced A La Carte Cuisine	5
CULN401 Advanced Gardemanger Practical	2
CULN406 Gardemanger Theory	1
CULN862 Kitchen Management 2	2
CULN863 Kitchen Management 3	2
LANG230 Hospitality Communications - Level 2	1

Horticulture Apprenticeship

School for the Built Environment

North Campus

Internet: www.humberc.on.ca

Twenty week in-school session

Basic: Eight week session, beginning in October
or January

Advanced: Twelve week session, beginning in January

This intensive program stresses practical skills through applied study in the Humber College greenhouse, construction laboratory and Humber Arboretum. The in-college component of the program coincides with the typical slowdown in the industry from November through March. All trainees take the Basic Session. In the Advanced Session, trainees specialize in either Nursery/Greenhouse Worker (Branch 1) or Landscaper/Greenskeeper (Branch 2).

ADMISSION REQUIREMENTS

- Grade 10 (Ontario) (general level or above);
- Must be working in the horticulture industry (landscape maintenance/construction, greenhouse/nursery/garden centres, parks departments, golf courses);
- Minimum 16 years of age;
- Must be literate in English.

Note: Applicants are required to register through their local office of the Apprenticeship and Client Services Branch of the Ministry of Education and Training.

A modified version of the basic session is offered from time to time, for those who are unemployed and wish to enter this field. Please contact the College for further details.

ADDITIONAL INFORMATION

All students entering this program are strongly advised to ensure that they have had a tetanus injection (or booster shot) within the last 10 years. The equipment and materials used in this program increases the risk of a tetanus infection, if appropriate preventative measures are not taken.

Note: As a result of Apprenticeship Reform curriculum changes may occur. Please contact your consultant for any updates.

CAREER OPPORTUNITIES

Skilled workers in areas listed above. Opportunity exists to advance to positions with more responsibility.

CURRICULUM

Basic Session

(30 hours/week)

	Credits
HCAP111 Applied Botany	2
HCAP113 Plant Materials (ID) 1	4
HCAP114 Soils and Fertilizers	2
HCAP117 Pest Control	4
HCAP118 Turfgrass Installation 1	2
HCAP121 Landscape Construction 1	4
HCAP123 Landscape Equipment Maintenance	2
HCAP124 Workplace Practices	1
HCAP125 Plant Handling Techniques 1	3
HCAP152 Trade Calculations	4
HCAP160 Communications	2

Advanced Session

Branch 1 (Nursery/Greenhouse Worker)

(30 hours/week)

	Credits
HCAP312 Plant Materials (ID) 2	4
HCAP314 Garden Centres	2
HCAP315 Landscape Design	3
HCAP316 Horticulture Industry	2
HCAP320 Nursery Principles	4
HCAP321 Plant Handling Techniques 2	3
HCAP325 Greenhouse Operations	5
HCAP326 Plant Propagation and Production	6
HCAP330 First Aid	1

Branch 2 (Landscaper/Greenskeeper)

(30 hours/week)

	Credits
HCAP312 Plant Materials (ID) 2	4
HCAP315 Landscape Design	3
HCAP316 Horticulture Industry	2
HCAP318 Irrigation	2
HCAP321 Plant Handling Techniques 2	3
HCAP324 Landscape Construction 2	7
HCAP327 Turfgrass Installation 2	2
HCAP328 Turf Management	2
HCAP329 Quantity Surveying and Site Planning	2
HCAP330 First Aid	1
HCAP353 Landscape Grading	2

Note: Trainees will need work clothes, safety boots, gloves, a CSA approved hard hat and secateurs.

Technical Certificate Programs

Internet: www.humberc.on.ca

A number of certificate programs are available to people interested in learning 'hands on' skills at the trade level.

Many of these use the **Individualized Learning Program** format, so students can enter these programs any time. Progress is self-paced, determined by the individual student's learning capacity.

While each program has a target time for completion by the average student, the time you take to complete will depend on the pace which you set for yourself.

You start when you are able.

You attend full or part-time.

You progress at a pace suited to your ability to learn.

You write tests when you are ready.

You do not have to re-study what you already know. When you prove you can do the job, you are given credit for that part of the program.

You can select the level or part of the program which you wish to accomplish.

For further information contact: The Office of the Registrar at Humber College.

The staff will put you in touch with persons with in-depth knowledge of these programs. We can help you choose the program best suited for your needs.

Cabinet Making (Certificate)

School for the Built Environment

Application Program Code 05701

North Campus

Internet: www.humberc.on.ca

Forty-eight weeks, beginning every other Monday

LEARN AT YOUR OWN PACE

The Humber College Cabinet Making program will provide you with the knowledge and skills to construct cabinets and fine furniture using recognized, traditional trade practices and new technologies.

Upon completion of the course, using woodworking production equipment and hand tools, you will be able to lay out, calculate, cut, machine, assemble and finish a cabinet or a piece of fine furniture.

During the program you will complete projects that involve the use of various types of woodworking joints produced by hand tools, portable power tools and machine tools.

ADMISSION REQUIREMENTS

- Grade 10 English (general level or above);
- Grade 10 mathematics (general level or above);
- 19 years of age by the first day of classes;
- Or
- Ontario Secondary School Diploma at or above the general level, or its equivalent;
- Applicants may be required to attend an admissions interview and /or complete pretests in communications and mathematics.

CAREER OPPORTUNITIES

Employment opportunities include design, construction, finish, installations, repair and modifications to commercial and residential cabinets, construction, installation of fine quality interior residential and commercial building woodwork.

CABINET MAKING PROGRAM OUTLINE

1. Drafting and Blueprint Reading – Basic drafting principles, assembly and detail drawings, and blueprint reading.
2. Woodworking Handtools – Safety, identification and application of measuring and layout tools, hand planes, chisels, saws, etc.
3. Woodworking Joints – Mortise and tenon, dovetail joints, dowel and splined.
4. Portable Power Tools – Safety, electric drills, jig saws, sanders, routers, laminate trimmers, plate joiners, cordless equipment and air power tools.
5. Production Woodworking Equipment – Safety, radial arm saw, tilting arbor saw (table saw), jointer, thickness planers, bandsaw, lathes, shaper, overhead router, edge banders, and sanding machines.
6. Wood Finishing – Safety, finishing materials, finishing procedures, staining, filling, and protective coatings.
7. Lumber and Composition Panel Products – Lumber its nature and properties, cutting, drying, classification of hardwood and softwood, particleboard, medium density fibre board (MDF), and veneered panels.
8. Veneer and Inlaying – Kinds, cutting matching, inlaying, laminating, and tools for veneering.
9. Bending and Laminating – Bending and laminating methods.
10. Abrasives, Adhesives, Hardware and Fasteners – Types of abrasives, types of adhesives, application of hardware and fasteners.
11. Plastic Laminates and Melamines – Composition, uses, grades, cutting, storage, jointing, and edge treatments.
12. Cabinet Construction Techniques – Frame and panel, cabinet and furniture doors, drawers, leg and post construction, table and cabinet tops, kitchen cabinet construction, built-ins, and dividers.

Electronics – Digital Equipment (Certificate)

*School of Information Technology, Accounting
and Electronics*

Application Program Code 05651

North Campus

Internet: www.humberc.on.ca

Forty-eight weeks, beginning every Monday

Students attend days, full or part-time time as they prefer. Day classes start any Monday and run within a Monday to Friday varied schedule from 8:05 am to 4:00 pm.

Individualized Learning Packages: The program is set up to be 'hands on' and students individually learn at their own pace. This allows students to start at any time, subject to space. Upon admission to the program, you will be given resource materials to direct you through the program.

The Learning Manager (TLM): Computerized TLM software generates and marks tests and records your progress. At least one instructor and an educational assistant will always be in the electronics lab for one-to-one assistance.

There is a growing need for digital and microprocessor-based electronics systems. You will learn how electronic systems developed using digital circuits such as home computers, microcomputers, automotive electronic systems, televisions and data communication systems function. This certificate program provides training in techniques used to trouble-shoot and repair digital and microprocessor based electronic systems, including microcomputer and data communication systems. You receive the necessary electronic theory to support practical training given in basic circuit behaviour and solid state technology. You also learn to use the variety of test equipment required in the electronics industry. This is a fast-track program that deals entirely with electronics. Successful completion of this program may permit exemption of entry-level courses in the Electronics Engineering Technician/Technology program. For additional academic training in mathematics or English, refer to the Electronics Engineering Technician/Technology curriculum.

ADMISSION REQUIREMENTS

- Grade 10 English (general level or above);
- Grade 10 mathematics (general level or above);
- 19 years of age by the first day of classes; Or
- Ontario Secondary School Diploma at or above the general level, or its equivalent;
- Applicants may be required to attend an admissions interview and/or complete pretests in communications and mathematics.

CAREER OPPORTUNITIES

Graduates work for manufacturers, vendors, and users of computerized and electronic equipment as troubleshooters, maintenance, and installers.

PROGRAM OUTLINE

AC and DC Theory and Practice; Semiconductor Devices – Theory and Practice; Electronics Support Skills; Digital Circuits – Theory and Practice; Microprocessor Circuits – Theory and Practice; Personal Computer Applications; Video Circuit Fundamentals – Theory and Practice, and Micro System Analysis and Troubleshooting.

Industrial Maintenance Mechanic (Certificate)

School of Manufacturing Technology and Design

Application Program Code 05671

North Campus

Internet: www.humberc.on.ca

Forty-eight weeks, beginning every Monday

The IMM certificate program provides technical 'hands on' training using the Individualized Learning Program approach, and up-to-date techniques in the maintenance profession. This process allows the student to receive maximum benefit with the flexibility of progressing at their own rate.

The Industrial Maintenance Mechanic program is recognized by the Apprenticeship Branch as the required technical education followed by the required on-the-job training as a journeyman, to be eligible to write a Certificate of Qualification as an Industrial Millwright.

You are trained in a 'hands on', practical setting and will learn to setup, adjust, maintain, repair, overhaul, service, and troubleshoot various types of machinery used in the service, supply, and process industries. The training utilizes various packaging machines that are used in the packaging industry.

You may attend either day or evening classes. Day classes run Monday to Friday from 8am to 12:30pm. Evening classes run Monday to Thursday, from 6pm to 9pm.

ADMISSION REQUIREMENTS

- Grade 10 English (general level or above);
- Grade 10 mathematics (general level or above);
- 19 years of age by the first day of classes; Or
- Ontario Secondary School Diploma at or above the general level, or its equivalent;
- Applicants may be required to attend an admissions interview and/or complete pretests in communications, mathematics and mechanical aptitude.

RECOMMENDED SKILLS

- ability to understand the principles of mechanics
- good manual dexterity
- enjoys working with hand tools

CAREER OPPORTUNITIES

Industrial Maintenance Mechanics find employment in the following industries: Food; Fabrication; Pharmaceutical and Cosmetics; Beverage Processing; Chemical, and Petroleum.

The graduate may perform tasks such as troubleshooting, electrical and mechanical problem, adjusting and fine-tuning packaging machinery and participating in many other maintenance procedures.

PROGRAM OUTLINE

Safety; Measurement Instruments; Blueprint Reading; Handtools and Fabrication; Bench Tools and Fitting; Welding and Brazing; Soldering; Machine Shop (Drills, Mills, Lathes and Grinders); Power Transmissions; Mechanical Actuators; Conveyors; AC/DC Electrical Controls; Fluid Power, and PLC Controls.

Marine and Small Powered Equipment Mechanic

(Certificate)

School for the Built Environment

Application Program Code 05591

North Campus

Internet: www.humberc.on.ca

Forty weeks, beginning every Monday

Upon completion of the core material dealing with engine basics, fuel systems, electrical systems, lubrications, tools, parts and service information, basic machine shop practices, and welding, students can choose from two options:

1. Marine and Small Powered Equipment Mechanic
2. Marine Mechanic

ADMISSION REQUIREMENTS

- Grade 10 English (general level or above);
- Grade 10 math (general level or above);
- 19 years of age by the first day of classes;
- Or
- Ontario Secondary School Diploma at or above the general level, or its equivalent;
- Applicants may be required to attend an admissions interview and/or complete pretests in communications and mathematics.

Marine and Small Powered Equipment Mechanic

Having completed the core material or objectives, you will learn how to service, maintain and repair small garden tractors, lawn mowers, snow blowers, chain saws, snowmobiles, trailers, and outboard motors up to approximately 60 horsepower.

CAREER OPPORTUNITIES

Upon completion of this program you will be able to find employment with equipment dealers and repair shops catering to customer needs, such as – grounds and garden equipment dealers, small marine products dealers and composite product dealers who sell and service a wide range of products to ensure year round business. Those with an entrepreneurial spirit may start their own small engine business once they have gained sufficient on-the-job experience.

Marine Mechanic

Having completed the core objectives, those choosing the Marine Mechanic option will learn how to repair, maintain, adjust and install small, medium and large outboard motors, inboard motors and drive assemblies, inboard/outboards and the attendant electrical, hydraulic, cooling, and steering systems for these engines, as used on pleasure crafts.

CAREER OPPORTUNITIES

Employment opportunities exist in large and small marinas and boat dealers throughout Canada, most of which are situated away from the large urban communities in southern and central Ontario.

You could start your own marine business or freelance mechanics service.

RECOMMENDED SKILLS

Persons considering this program should have a mechanical bent and enjoy working with their hands and using hand tools. They should be in good physical condition because reaching, stooping, kneeling and lifting are part of the job. The ability to solve problems is an asset.

SPECIAL NOTES

Students interested in taking both options may do so once the core objectives are completed. Either option may be taken during the day; the Small Powered Equipment option is available evenings.

The College will lend basic hand tools to full-time day students.

Shop service and parts manuals will be supplied by the College; personal safety equipment is the responsibility of the student.

Numerical Control Machine Programmer (Certificate)

School of Manufacturing Technology and Design

Application Program Code 05601

North Campus

Internet: www.humberc.on.ca

Forty-eight weeks, beginning every Monday

Graduates of this program are trained in the modern technological methods of computer numerical control machine tool operation, as well as in the writing and editing of manual-part programs. Practical skills learned include: machine setup, tape preparation, cutter diameter and length compensation setting, and on-site modification of existing programs. The program uses prepared learning packages with the maximum of personal interaction between faculty and students. This allows students maximum flexibility in their rate of progress and in individual timetables.

ADMISSION REQUIREMENTS

- Grade 10 English (general level or above);
- Grade 10 mathematics (general level or above);
- 19 years of age by the first day of classes;
- Or
- Ontario Secondary School Diploma at or above the general level, or its equivalent;
- Applicants may be required to attend an admissions interview and / or complete pretests in communications and mathematics.

CAREER OPPORTUNITIES

Progressive, technologically-modern companies are looking for well-trained operators and programmers. As these companies update their machinery, the numerical control machine programmer will be a vital member of their staff. Graduates can expect to work in production and jobbing shops, aircraft and aerospace, automotive, cabinet making, agricultural machinery production, instrumentation, and service industries.

Graduates with a higher level of 'hands on' skill will find employment as operators and setup persons. Those who excel in the programming area can become numerical control machine programmers and may advance into supervisory positions. Additional training in computer programming and theory would enhance opportunities in numerical control (systems) technology.

Generally, shops run a five day, 40 hour work week with rotating shifts. Physical activity is limited but mental alertness is required.

PROGRAM OUTLINE

Learn numerical control machine basic preparation (lubrication, setup and start-up).

Solve course related mathematical problems.

Learn numerical control co-ordinate systems, codes, technology, and programming modes.

Learn numerical control machine operation and production of parts using instructions supplied by programmer.

Dry run, debug, and troubleshoot new programs on numerical control machines.

Pre-College Programs

Preparatory Training

Liberal Arts and Sciences Division

North Campus

Internet: www.humberc.on.ca

Academic Prep is an individualized program offered at the College which allows the students to refresh or improve their academic skills in preparation for skills training or employment. The program is customized to each student's needs and offers courses in English, Mathematics, Biology, Physics and Chemistry. English courses range from basic literacy to a grade 10 equivalency while mathematics includes arithmetic, algebra, trigonometry, geometry and business math. The program is offered at the North Campus and you can attend on a part-time evening or full-time basis.

Literacy and Basic Skills is designed for adults, 19 years of age or older, who are Ontario residents, legally eligible to work, and not eligible for Canada Employment and Immigration, Workers' Compensation or Vocational Rehabilitation assistance. The program orients you to the school environment, provides self-assessment, career planning and support tools. It also provides an overview of the College and its facilities, looks at the areas in which you require development, and will start you on your own academic training plan. Training is available in English, Mathematics, Biology, Physics and Chemistry.

For further information, call (416) 675-6622, ext. 4725 or 4432.

Declaration of Waiver

The information in this calendar is accurate as of August 1, 1998. The College does its best to up-date calendar information regularly so that students are not inconvenienced. However on occasion, changes do occur. Therefore, after August 1, 1998, the College reserves the right to modify or cancel any program profile, course, program objective, fee, timetable or campus location without notice or prejudice. It is also the College's right to schedule classes any time, Monday through Saturday. Students should be aware that it may be necessary for them to take a course or courses during the evening or on Saturday.

Business & Industry Services

Internet: www.humberc.on.ca

Humber College Business & Industry Services Division provides total training services and human resource development support for corporate and public sector organizations. A wide range of services are provided through our one-stop customer sales and service gateway to provide you with a full line of custom designed learning solution services. Visit our web site at www.humberc.on.ca/~wwwbisc.

HUMBER COLLEGE PERFORMANCE PARTNERS

Our performance improvement managers work closely with their clients to provide training solutions that match organizational goals and achieve employee performance improvement. Our strategy of developing partnership relationships with our clients has resulted in a customer base of over 200 organizations representing the manufacturing, service and government sectors. From performance assessment using 360° feedback, training delivery in both soft and hard skills, to evaluations and impact assessments, Humber College Performance Partners is at your service.

PROFESSIONAL DESIGNATIONS SERVICES

Business & Industry Services work with a wide range of professional associations to support the learning needs of their membership. We have developed long term partnerships with:

- Ontario Real Estate Association
- Insurance Institute of Canada
- Association of Condominium Managers of Ontario
- Ontario Management Development Program
- Purchasing Management Association
- Institute of Housing Management

Selected Humber College courses are also recognized by such associations as HRP AO, Project Management Institute, CGA and OACETT to name a few.

CONFERENCE MANAGEMENT SERVICES

Take advantage of our many years of practical experience, combined with current and professional processes which enable us to design, develop, market and manage any kind of training event for groups of 10 to 1,000 people. Our team of meeting planning professionals work closely with their customers to plan an event that provides a practical and dynamic learning experience for the audience members. Our experience includes the biennial INPUT conference (largest EFAP conference in Canada), and an annual conference in Palliative Care.

CENTRE FOR TRANSPORTATION TRAINING

Humber College's Centre for Transportation Training provides a wide range of training programs, both theoretical and practical, for individuals and corporate customers in the transportation sector. Our comprehensive and professional Class A and Class D commercial driver training programs are the most respected in the industry. Humber College is also the largest motorcycle training facility in North America and is the only community college able to deliver all stages of motorcycle licence testing. For further information, call (416) 798-0300, fax (416) 798-0307, or visit our web site at www.humberc.on.ca/~transprt.

DIGITAL IMAGING TRAINING CENTRE

The Digital Imaging Training Centre brings the latest technology and training techniques to the fields of design, photography, 3D modeling, Internet design and audio-video production.

This award winning, state-of-the-art facility offers the absolute latest and best in equipment and software, for both the Mac and PC platforms. The training centre includes three learning centres all networked, with each of the 43 Mac and 21 Pentium Pro work stations connected to the Internet, laser printers and a Kodak Colour Edge copier. The centre also provides access to sophisticated digital scanners, video recorders, a CD-Writer, a professional quality film recorder, continuous tone thermal dye transfer printing, 38" Pentranic screens, 1 GB Jaz drives, Syquest drives, video and digital cameras, and much more.

In addition to corporate customized training, the centre has developed part-time and full-time certificate programs that provide sequenced and planned professional development and accreditation to meet the needs of the industry.

For further information, call (416) 675-6622, ext. 4734, or browse our web site at <http://digital.humberc.on.ca>.

FIRE CAREER PREPARATION PROGRAM

This program will train students for a career as a professional firefighter. The program will follow the Ontario Firefighter Pre-entry Standard and curriculum. The courses will be presented as a 20 week full-time, or a continuing education program.

SAILING CENTRE

Humber College's Sailing Centre is Toronto's most comprehensive sail training centre. The sailing centre offers on the water training in dinghies and keelboats to both adults and children from April to September. The sailing centre also has a keelboat sailing club for adults. As well, the centre offers classroom courses during the fall and winter.

For further information, call (416) 252-7291, or visit our web site at www.humberc.on.ca/~sailing.

THE CANADIAN PLASTICS TRAINING CENTRE

The Canadian Plastics Training Centre (CPTC) provides technical training and certification; training assessments and documentation; technical consulting; and graduate placement services to the plastics processing industry. Our training programs feature theoretical and 'hands on' training. Courses range from training in plastic materials, quality control systems, safety, design, process operator training in: blown film, blow moulding, injection moulding and pipe and profile extrusion to plastics engineering. Programs range from basic to advanced and participants include engineering staff, sales, marketing, administration and quality control to processing personnel.

For further information, call (416) 213-0931, fax (416) 213-0927, or visit our web site at www.humberc.on.ca/~cptc.

Humber College
Business & Industry Services

Continuous Learning for Constant Improvement®

General information



Academic Regulations

1998 – 1999 ACADEMIC YEAR

The following regulations apply to all courses, instructional units and programs at Humber College. Students are reminded that it is their personal responsibility to be familiar with the academic regulations. Divisions will have specific supplementary regulations that will be available at the time of registration. If students are in doubt about any aspect of these regulations, they should consult the office of their divisional Dean, head of the school, or the Office of the Registrar.

1. POST SECONDARY PROGRAMS OF STUDY

A post secondary program of study prescribes the number and types of courses, including communications and general education, leading to a post secondary certificate or diploma. Upon payment of the prescribed tuition and non-tuition related fees, a duly registered student is entitled to receive instruction to the maximum number of courses as set out in the official program of studies for each semester of the program. Should a student wish to take one or more additional credits, to repeat a course taken previously, or be required to take remedial courses, additional tuition fees will be charged for each course beyond the established number of courses/credits for the prescribed semester.

(a) **English Communications Courses:** Communications courses ensure that a student develops competence in writing commensurate to the professional standards expected of all Humber College graduates. Students will be required to complete or receive exemption credit in all communications courses as required by their program of study.

(b) **Remedial and Developmental (ESL) Activities:** When a student is over the credit limit for a semester, the student will be required to pay the additional fee. This requirement applies even if the student is repeating a previously dropped course(s).

Students admitted to Humber College programs require certain levels of competency in communication skills, reading skills and numeracy skills.

Students will be assessed in appropriate areas and if found deficient in any of the basic skill areas will be required to take remedial or developmental courses as deemed appropriate for their program.

Courses that are delayed due to the need for remedial or developmental work must be taken at a later point in the program. These courses may be taken in the day or the evening. However, when they cause a student to exceed the number of courses or credits normally allowed for the semester of the program, the student *will be required to pay the additional fee.*

(c) **General Education:** Students must complete the Humanities course, a multi-disciplinary introduction to general education. Students will then select courses from three categories: Arts and Literature, Social Sciences and Humanities, Science and Technology.

Students are encouraged to take courses in at least two of these categories. Students are generally required to complete at least three general education courses. Certain specific programs may have other requirements. Such information will be specified in the program of study. Returning students will be subject to the current general education requirements.

2. APPRENTICE, SKILL AND PREPARATORY PROGRAMS

Humber College offers a wide variety of technical skill programs, apprentice programs, preparatory programs and English as a second language programs. For both fee paying and sponsored students special attendance, sign-in and other policies may apply.

3. CONTINUING EDUCATION (CE) PROGRAMS AND COURSES

Humber College offers a wide variety of continuing education (CE) programs and individual courses that are outlined in the Humber College Annual Continuing Education calendar and in individual brochures. Upon payment of tuition fees and any additional course costs (if applicable) a qualified student is entitled to receive the instruction set out for each course in which he/she has enrolled.

Should a student wish to repeat a course for any reason, full course fees will apply.

4. COURSE OUTLINES AND EVALUATION

At the beginning of each program/course/unit, students will receive from each professor a course outline containing the necessary pre-requisite courses, the objectives of the course/unit, the expectations in regard to student performance and attendance, and the evaluation to be employed.

Except for general interest courses the evaluation process will normally be progressive, that is by a series of written and oral or other assignments throughout the duration of the course. A comprehensive final examination may be part of the evaluation in each course or program.

In cases where a course outline does not specifically offer a method of making up late assignments and/or missed tests, the failure to write tests or miss assignment deadlines may result in a mark of zero (O) for the activity.

5. EXAMINATION WEEK

A five day exam period is set aside at the end of each semester for final examinations or for the last tests in a progressive examination process. Unless there is a divisional exam schedule, these tests and examinations will be conducted in the regularly scheduled class during the examination week. (An examination week may not apply to all programs).

6. GRADING AND CREDIT ACCUMULATION

The grading system for evaluating student performance is as follows:

(a) Marks will be reported in percentages unless otherwise indicated in course outlines.

(b) A pass in each course will be sixty (60) per cent, unless stated otherwise in the course outline or supplementary regulations. Credits will only be earned for courses with passing grades.

Note: Some continuing education (CE) courses, preparatory and skill courses have special grading methods. These will be included in the course outlines or in the supplementary regulations. In addition, in some of these courses, grades will be issued to students

under the auspices of Humber College but will be assigned by an external organization e.g., Ontario Real Estate Association. Also, note that some courses will not be graded nor will they carry with them any academic credits.

(c) **Preparatory or Skill Courses:** Students will receive grades only for completed units.

(d) **Repeated Courses:** Where a student repeats the identical course and achieves a higher grade, the previous grade will be deleted from his/her official transcript and the original lower grade will no longer be included in the grade point average (GPA).

When a student repeats an approved course that is equivalent to a previously taken course (e.g. passes another approved general education course or takes a condensed course to upgrade a mark) that has a different course name and number than the original failed course, the student must apply to the Office of the Registrar to have the original course removed from his/her official transcript.

The number of repeats allowed for a course/unit is established by the division or school. Please see divisional/school regulations.

(e) **Audit:** Where applicable, a student may apply to audit a course. The request to audit a course must be submitted at the time of registration for that course. A student must obtain written permission to audit a course from the appropriate Chair and present the authorization to the Office of the Registrar. Students who are auditing courses will not be evaluated nor will credits be earned. The regular fee applies.

(f) **Aegrotat Grades:** Aegrotat standing applies to those students whose performance, over a significant proportion of the course(s), was fully satisfactory but where, because of personal reasons, such as illness, the student was unable to complete the course. In the case of illness, the student is required to provide the Dean with a medical certificate attesting to the personal illness. Courses in which aegrotat standing has been granted will not count toward the computation of the final grade point average (GPA). Aegrotat standing is granted by the Registrar to a student on the recommendation of the appropriate Dean.

(g) **Grade Of Grade Not Earned (GNE):** When a student fails to withdraw from a course according to these regulations they will receive either the actual grade earned in the course or if no grade has been earned he/she will receive a grade of grade not earned (GNE).

(h) **Grade Of Incomplete (INC):** Students who are unable to finish course work by the end of a term (or the specified end of a course) may be granted a grade of incomplete. Additional course work must be completed by the end of the semester (or period assigned by the school). Failure to meet the deadlines will result in the incomplete grade being permanently changed to reflect the grade, which was earned at the time of the incomplete being assigned.

The incomplete is *not* intended to be a permanent grade. It is only a temporary acknowledgment of a legitimate reason for granting a one-time, limited extension to the time normally allowed to complete all course requirements.

Note: An incomplete grade for a pre-requisite course must be completed prior to being allowed to proceed to a higher level course unless otherwise approved by the head of the school.

(i) **Exemption Grades:** Exemption credits in individual courses are awarded when a student is granted credit for work completed which is equivalent in content to work covered in the course/unit in question, and no other course needs to be substituted. An exemption fee will apply.

Students seeking exemption credits must provide certified transcripts, course outlines, and/or other documentation or proof to the Office of the Registrar. The Registrar, on the recommendation of the appropriate Chair or designate will give students exemption credits.

Such credit may be granted under the following conditions:

Note: When an exemption is granted to a student who is registered in a post secondary program the student may be permitted by the appropriate school head to take an alternate, relevant course.

1) **Previous Education at Humber College:** Students who transfer from one Humber College program to another will automatically be given credit in all courses common to both programs for graduation purposes. However, grades for courses taken prior to the current program will not be considered in the grade point averages in the new program.

(2) **Previous Education in Other Educational Institutions:** Students who have successfully completed certain Grade 13 or Ontario academic credit (OAC) courses, approved articulation courses and/or post secondary courses may receive exemption credit in equivalent courses. A grade of EXM (exemption) will be recorded.

(3) **Assessment of Prior Learning:** Students may also base requests for credit on work experience, informal study or experiential learning. Such prior learning assessment requests are made through the Office of the Registrar but will be assessed by teaching staff in the course in question. Students will be required to demonstrate their achievement of the course learning outcomes. There is a per course fee for this type of assessment set annually by the Ministry of Education and Training.

Credit in individual courses is granted only for demonstrated ability to meet a 'pass' standing in the knowledge and skills objectives of specific courses.

A grade of SAT (satisfied) will be recorded for courses in which credits have been granted. Grades of SAT will not count toward the computation of the final weighted average.

7. GRADE REPORTS AND OFFICIAL TRANSCRIPTS

At the end of each term or upon completion of a program of study, a student will be mailed a grade report that will outline courses/units taken and final grades achieved. This summary is not an official transcript. Official transcripts that include all courses taken by a student are available upon written request to the Office of the Registrar.

8. SUPPLEMENTARY EXAMINATION

(a) Applicable policies can be obtained from the appropriate school office.

(b) Course outlines and/or supplementary regulations will reflect the policy of supplemental examinations.

9. FULL-TIME/PART-TIME STATUS FOR POST SECONDARY PROGRAMS

A student is considered to be a full-time student if he/she is officially enrolled in at least 66 2/3 per cent of the courses, or if he/she is enrolled in at least 70 per cent of the credit hours prescribed for his/her semester in his/her current program on the audit date (July 1, November 1, March 1). A course registration that spans more than one semester may only be counted toward full-time status during the first term of the registration.

Note: The requirements for full-time status are higher for the purposes of claiming OSAP - See your financial aid officer for details.

10. COURSE/PROGRAM FEES/REFUNDS

Tuition and non-tuition related fees for all programs are revised each year and are available in the Office of the Registrar. The fees also appear in all appropriate calendars.

Late Fees: If a student misses a prescribed payment date and *only*

if room remains in the course or program, a late fee will apply. In addition, if students wish to split annual fee payments an extra charge will apply.

Refunds: A refund for a course or program will only be issued if a student applies in writing to the Office of the Registrar by the close of business on or before the tenth (10) school day after the start date of the course. Students who have paid for advanced semesters will be eligible for a refund for that semester if they formally withdraw before the 10th day of the term. A \$100.00 withholding fee applies. (Certain courses such as continuing education (CE) courses, short program, units, etc., that start later and/or are condensed have different refund periods.) See the Humber College Annual Continuing Education calendar or the admit to class registration form.

11. WITHDRAWAL FROM COURSES AND PROGRAMS

(a) **Voluntary:** A student may withdraw from any post secondary course or program without academic penalty up to twenty (20) college days after the recording of the mid-semester grades. Regarding all other courses that do not have mid-terms, continuing education courses, condensed courses, OLC courses, distance education courses or HCOL courses, this deadline date is the two-thirds point of the course. Procedures for withdrawal from a course or a program (in whole or in part) are initiated with the Office of the Registrar. During the withdrawal procedures students may be required to speak with their Chair/Dean or designate. Also see: Refunds 10. (Note: Full-time status may be jeopardized if students drop too many courses. See item 9).

(b) **Compulsory:** Included in 'just cause' is consistent failure to meet the objectives of the course or program, plagiarism/cheating, inappropriate classroom/lab or other behaviour, failure to pay fees, submission of false documents or information for admission purposes, etc.

Students may also be withdrawn from skill and preparatory programs for consistent failure to sign in, report absences, or for poor attendance. Students may also be withdrawn from skill courses or programs if they do not meet the minimum literacy and numeracy skills required for the course or program (see Supplementary Regulations).

A student may also be permanently withdrawn from the College by the Vice President Academic for any serious breach of acceptable behaviour. A student will be informed if he/she is formally withdrawn from the College.

Students who are withdrawn from a course/program or from the College under the compulsory category are not eligible for refunds.

(c) **Dismissal from Class:** The faculty may ask a student to leave a class session if the student's behaviour interferes with the learning process or in any way jeopardizes the safe environment of the classroom. A dismissal from a class session will be brought to the attention of the appropriate academic administrator by the faculty.

12. TRANSFERS

(a) **Post Secondary Programs:** Any student who wishes to transfer from one post secondary program to another must apply to the Office of the Registrar. The normal admission requirements and order of priority apply to admission to the new program. See 6(1)(2) for regulations regarding the transfer of course credits when program transfers are approved.

Students transferring from one program to another normally require the recommendation of their current Dean or designate.

(b) **Continuing Education (CE) Courses:** A student may be required to withdraw from a course or a program or from the College for 'just cause'. A student may subsequently be withdrawn from the

College. The Vice President Academic will determine the duration of the suspension or withdrawal.

All transfer requests must be made through the Continuing Education (CE) Registration Office. You may transfer from one course to another where enrolment permits. You may only transfer from a course prior to the start of the third regularly scheduled class.

Note: A student may not transfer from one semester to another.

13. RE-ADMISSION

A student who interrupts their studies or whom the College has withdrawn is subject to:

- (a) The current admission requirements for the program in question.
- (b) The order of priority of admissions applicable to the program.

Note: In circumstances where previous college academic progress or behavioural patterns have been unacceptable a further admissions review may be required. In such a review an applicant must be able to demonstrate evidence of the ability to perform at an acceptable standard in the program in question.

14. PROBATIONARY STATUS POST SECONDARY PROGRAMS

Students who do not meet the total admission requirements or students whose general performance is 'unsatisfactory' may be classified as 'probationary'. Probationary status may involve the requirement to complete specific remedial activities. If performance is 'unsatisfactory' at the end of the probationary period, students may be asked to withdraw from the program or counselled to consider other ways of continuing their education. A probationary student will be notified in writing of his/her status by the appropriate Dean or designate.

15. GRADUATION

It is the student's responsibility to be aware of all graduation requirements for the program from which they expect to graduate.

To graduate from a program, the following conditions must be satisfied:

(a) Students must have taken at least twenty-five (25) per cent of their credits for the program at Humber College. The academic dean or school head must approve any exceptions to this policy.

(b) Students must have successfully completed the requirements of the program in effect at the time of graduation unless the Dean or Chair has approved alternate arrangements in writing. The graduation requirements will include any changes made to advanced semesters while the student is 'in progress' in a program but would not include changes in semesters that have already been completed.

(c) Students who interrupt their full-time studies will be required to meet the program requirements in effect at the time of their return to the College.

Students who have interrupted their studies will not be eligible to graduate from a program that is no longer offered by the College unless alternate arrangements have been approved by the Dean or head of the school in writing.

(d) Post secondary students who achieve an 80 per cent or better weighted average grade for their program will graduate with honours.

(e) Students who successfully complete a post secondary program that is classified as two years or longer will receive a diploma. Students who successfully complete a program of a shorter duration will receive a certificate.

16. CONVOCATION

Graduates of day and evening programs must apply to attend the convocation ceremony by completing an 'Application to Graduate/Attend Convocation' form available from the Office of the Registrar. The form must be completed 7 weeks prior to the date of convocation.

Post secondary or post diploma students who do not attend convocation will have their diplomas or certificates mailed. There is no fee for this service.

17. ENTRANCE SCHOLARSHIPS AND ACADEMIC AWARDS

Entrance scholarships and academic awards are awarded each year. The criteria for these vary and may be obtained from the Awards Office.

18. PLAGIARISM AND CHEATING

Plagiarism is the act of submitting as your own, material which is in whole, or in substantial part, someone else's work. Students are expected to acknowledge the sources of ideas and expressions they use in essays, reports, assignments, etc. Failure to do so constitutes plagiarism and is punishable by academic penalty.

Cheating, by obtaining answers to exam and test questions through unauthorized means (from another student, from hidden notes, etc.) is also an academic offence and is punishable by academic penalty.

An academic penalty begins with the assignment of a grade of zero (0) in such situations and can be extended up to and including suspension from a program/course and expulsion from the College.

19. APPEAL PROCEDURE

Informal: Where a student disagrees with a grade received, a prior learning assessment decision or any decision resulting from the academic regulations, the following informal procedure should be followed before making a formal appeal:

(a) Discuss the matter with the faculty member in an attempt to resolve the disagreement.

(b) The student will discuss unresolved matters with the Program Co-ordinator.

(c) If the student is not satisfied at this point the student should arrange to meet with the Chair/Dean to attempt to finally resolve the situation at the school level.

Formal: If the student is still not satisfied with the result of the informal appeal, a formal appeal in writing may be initiated to the Registrar. Such documentation must be completed within six (6) weeks from the end of the course. Full details on the appeal procedures are available in the Office of the Registrar.

The outcome of the appeal will be officially communicated to the student and all parties involved in the formal appeal.

20. INDEBTEDNESS - OUTSTANDING FEES

Students with outstanding fees or other indebtedness will not be eligible to return to college or to receive any grades; transcripts, certificates or diplomas until all amounts owed to the College are paid.

Fees are controlled by the Ministry of Education and Training and therefore are subject to change pending policy directives.

These regulations are in effect for the academic year 1998-1999. Humber College reserves the right to change admission and curriculum requirements as necessary.

*Office of the Registrar
May 1998*

Entrance Scholarships

Scholarships can be a valuable way to offset the cost of attending your first year of college. Often, it only requires an hour or so of your time to prepare your submission, and there is no cost for applying. Humber College offers a limited number of entrance scholarships to full-time students enrolling in a Humber College post secondary or post graduate program for the first time. The value of these scholarships is \$1000.00 to be applied to tuition and instructional materials for one year.

Humber College, gratefully acknowledges donations to the Scholarship Fund from The Council of Student Affairs, Follett of Canada, ACC TelEnterprises Ltd., and Pepsi-Cola Canada Beverages.

Applications for the Entrance Scholarships must be submitted by July 31st. For further information or an application form, call the Awards Officer at (416) 675-6622, ext. 4052, or e-mail at sahid@admin.humberc.on.ca.

CONDITIONS

- You must be approved into a Humber College post secondary or post graduate program before being considered eligible for a scholarship.
- Entrance scholarships will be awarded by decision of the College's Scholarship Committee.
- A student may not receive more than one entrance scholarship.
- Entrance scholarships are available for September registration only.
- Where scholarships are grouped by academic school/ campus, only one scholarship is awarded.

Brief descriptions of the scholarships are listed below:

ALL HUMBER COLLEGE PROGRAMS

Carlos Costa Entrance Scholarship

- All post secondary and post graduate programs: academic achievement (a minimum 70 per cent average in the final two semesters of secondary school or equivalent); demonstrated perseverance and endurance in the pursuit of academic, career and life goals as supported by an academic reference and two personal references.

The Dr. Winsome E. Smith Entrance Scholarship

This scholarship has been established in consultation with the Black Business and Professional Association, in honour of Dr. Winsome E. Smith, the first black Chair of the Board of Governors of Humber College.

- All post secondary and post graduate programs: academic achievement (a minimum 75 per cent average in the final two semesters of secondary school or equivalent); demonstrated financial need; two references (academic, employment) supporting the applicant's participation in school activities/events and/or involvement in the black community; supporting documentation to include an official transcript of marks and at least two letters of reference.

The Ed Philip Entrance Scholarship

This scholarship has been established to honour Ed Philip for 20 years of service as a Member of Provincial Parliament for Etobicoke North.

To be awarded to a student enrolling in any Humber College post secondary or post graduate program for the first time and who has graduated from a separate or public school in Etobicoke. The student will have demonstrated continued academic improvement during his/her last two years of secondary school and have actively participated in community and/or student affairs during this time. Applicants should include the following supporting documentation with their application: official school transcripts from the last two years of secondary school and at least two letters of reference. The value of this scholarship is \$500.00.

HOSPITALITY, RECREATION AND TOURISM ALLIANCE (HRT ALLIANCE)

- Culinary Management: academic proficiency with particular emphasis on communication skills (must achieve a minimum set score on the college's English assessment test); some previous practical culinary experience; an essay (approximately 250 words) on 'Why I wish to pursue a career in Culinary Management'.
- Recreation and Leisure Services: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); academic achievement in communication skills (must achieve a minimum set score on the college's English assessment test); demonstrated community involvement as a volunteer (one page description of involvement); an essay (approximately 250 words) on 'The importance of volunteerism to the health of a community'.

LAKESHORE CAMPUS

- All post secondary and post graduate programs: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); two references supporting demonstrated leadership and contribution to society.

LIBERAL ARTS AND SCIENCES DIVISION

- General Arts and Science (General College and University Transfer): academic achievement (a minimum 70 per cent average in the final two semesters of secondary school or equivalent); one reference (academic or personal, excluding family members) attesting to the student's contribution to school and community activities; an essay (approximately 250 words) on "Why attending college is important to my educational and career goals".

SCHOOL OF BUSINESS

- One scholarship for each of A, B and C
- A) Generic Business (Business Administration, Business Management, Business - Marketing): academic achievement (a minimum 75 per cent average in the final two semesters of secondary school or equivalent); two references (academic and/or employment) supporting the applicant's suitability for a career in business; an essay (approximately 250 words) on 'Competing in the new global economy'.
- B) Legal Programs (Legal Assistant, Office Administration - Law Firm Profile, Office Administration - Legal): Criteria: same as A.
- C) Post Graduate Programs (Human Resource Management, Marketing Management, Professional Golf Management): academic achievement (a minimum 80 per cent average in the final two semesters of post secondary diploma or degree); two references supporting demonstrated leadership and contribution to society; an essay (approximately 250 words) on 'Competing in the new global economy'.
- D) Microcomputer Management (Lakeshore Campus): academic achievement (a minimum 75 per cent average in the final two semesters of secondary school or equivalent); two references (one academic and one personal) supporting the pursuit of life goals and contribution to society; an essay (approximately 250 words) on 'Why I chose the field of microcomputers, and why I chose Humber College'.

SCHOOL OF HEALTH SCIENCES

- All post secondary and post graduate programs: academic achievement (a minimum 75 per cent average in the final two semesters of secondary school or equivalent); two references (academic, employment and/or personal) supporting the applicant's suitability for a career in health services and outlining the applicant's qualifications for this award; an essay (approximately 250 words) expressing the applicant's beliefs in 'Canadian citizenship and the value of national unity and pride'.
- Early Childhood Education - Advanced Studies in Special Needs: academic achievement (a minimum 80 per cent average in the final two semesters of a college diploma or equivalent); two references from field agencies citing suitability to be a resource teacher of children with special needs.
- Nursing and Practical Nursing: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); two references supporting demonstrated leadership and contribution to society.

SCHOOL OF INFORMATION TECHNOLOGY, ACCOUNTING AND ELECTRONICS

- Computer Engineering Technology: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); two references supporting demonstrated leadership and contribution to society.

SCHOOL OF MANUFACTURING TECHNOLOGY AND DESIGN

- Two or three year programs in Electro-mechanical Engineering (Mechatronics), Plastics Engineering, or Mechanical Engineering (CAD/CAM): academic proficiency; an essay (approximately 250 words) on 'How would _____ enhance the competitive position of Canadian manufacturing?'. Choose one of Computers, Robotics, Automated Manufacturing or Computer Graphics.
- Industrial Design: academic proficiency; portfolio presentation.

SCHOOL OF MEDIA STUDIES

- Journalism: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); references showing significant contribution to secondary school journalism i.e. newspaper, yearbook, or any other media.
- Package and Graphic Design: academic proficiency; portfolio competition.
- Broadcasting-Radio, and Film and Television Production: academic achievement (a minimum 80 per cent average in the final two semesters of secondary school or equivalent); two references supporting demonstrated leadership and contribution to society.

SCHOOL OF PERFORMING ARTS

- Music: any brass instrument; two tiered audition process.

SCHOOL OF SOCIAL AND COMMUNITY SERVICES

- All post secondary programs: two references (personal and/or academic) attesting to the applicant's demonstration of persistence and determination in overcoming barriers in their pursuit of further education; a short letter (1-2 pages) on "How I have shown persistence and determination in overcoming barriers in the pursuit of further education".

HUMBER COLLEGE GRADUATES

Scholarship opportunity for students attending Humber College. The Hites Family Community College Scholarship Foundation awards two scholarships to two Humber students upon graduation from a two or three year diploma program, who wish to continue their studies at an American university. The value of the scholarship is \$12,000 U.S. funds for each scholarship.

Achievement Awards

LIST OF 1997 DONORS/AWARDS

Recognizing student achievement is important at Humber College. The awards listed here have been donated to help recognize these achievements in a positive way.

AWARDS AVAILABLE TO ALL STUDENTS

Humber College Student Association	Chris Morton Memorial Fund
Mr. & Mrs. P.F. Keeping	Ontario Public Services
Learning Disabilities Association of Etobicoke	Employees' Union Local 562
	United Parcel Service Canada Ltd.

LIBERAL ARTS AND SCIENCES DIVISION

Peter James Bradley	Liberal Arts and Sciences
General Arts and Science Achievement Award	Support Staff
General Arts and Science University Transfer Award	Cindy Niemi Awards
Jola Instrument Services	Rational Approach Inc.
Richard Ketchum Award	Sarah Thompson Endowment Fund

SCHOOL FOR THE BUILT ENVIRONMENT

3M Canada Inc.	Mollie McMurrich Endowment Fund
American Floral Services Inc.	Nelson Canada
A.R.I.D.O.	Oacett Etobicoke/York
Association of Architectural Technologists of Ontario	Petro-Canada
Carrier Canada Limited	Rice Brydone Limited
James E. Clark Endow. Fund	RSES Ontario Maple Leaf Chapter 17-293
Collins Safety Shoes	Southern Ontario Unit of the Herb Society of America Endowment Fund
John Davies Memorial Fund	Steelcase Canada Limited
Gene Duret Endowment Fund	The Global Group
Giffels Associates Limited	U.M.A. Engineering
Humber Arboretum	York Air Conditioning Ltd.
Humber College Students' Association	
ICI Canada Inc.	
James F. McConachie Endowment Fund	

SCHOOL OF BUSINESS

3M Canada Inc.	Henry-Griffitts Inc.
Accounting Faculty	Human Resources Professionals of West Toronto
David Haisell Award	Ontario Medical Secretaries Association
Barrington Golf Enterprises	Retail Council of Canada
Barrington Golf Enterprises Literary Award	Linda Saunders Endowment Fund
Blake, Cassels & Graydon Barristers & Solicitors	Score Golf Magazine
Borden & Elliot Associates	The Molson Companies' Donations Fund
Bowen & Binstock Advert. Ltd.	Tory, Tory, Deslauriers & Binnington Barristers & Solicitors
Business Administration Class of 1970	
Coca-Cola Beverages Ltd.	
Ernst & Young	

SCHOOL OF HEALTH SCIENCES

Addison-Wesley Publishers Ltd.	MacKinnon & Bowes
Ambulance & Emergency Care Program Faculty	Judge Lauren Marshall
American Publishers Representatives' Limited	Kim Maxwell
Arbor Memorial Service Inc.	Metropolitan Toronto & District Funeral Directors' Association
Assoc. of ECE of Ontario	Metropolitan Toronto Dept. of Ambulance Services
Marie Atlas	Northeastern Ontario Funeral Service Assoc.
Batesville Canada Ltd.	Nursing Faculty
Bay of Quinte Funeral Service Assoc.	Ontario Board of Funeral Services
Becton, Dickinson Canada Inc.	Ontario Funeral Service Assoc.
Bereavement Ontario Network	Irene Oswald
Canadian Association of Pharmacy Technicians	Paramedic Program Faculty
Canadian School of Embalming	Parent Books
Central Ontario Funeral Directors' Association	Mrs. Paul, Richard J.
Pat Chalmers	Mrs. E. Pinder
Comcare (Canada) Limited	Pharmacy Assist. Prog. Faculty
Chris Corbet Memorial Award	Margaret Pollard
Drug Trading Company Ltd.	PTC
ECE Dept. Award in CE	Registered Nurses Association of Ontario - Western Chapter
ECE Program Advisory Committee College Spirit	Dr. Roberta Robinson Endowment Fund
H.S. Eckels & Co. (Canada) Ltd.	Angus M. Robertson Scholarship - Ont. Assoc. for Comm. Living
Eli Lilly Canada Inc.	Rotary Club Mississauga West
Etobicoke General Hosp. Aux.	W.B. Saunders Co. Canada Ltd.
Fabhaven Industries Inc.	Robert E. Scott
Faculty - ECE Dept.	Wilfrid R. Scott
Family, friends and colleagues of Carole Ann Cullain	Ms. Sylvia Segal
Family, friends and colleagues of Jimmy Dean	Seniors Mental Health Service, West Park Hospital
Friends and colleagues of John Finn	Service Corporation International Canada Ltd.
Georgian Bay District Funeral Directors' Assoc.	Faculty and friends of Carol Tai
Golden Horseshoe Funeral Service	The Central Canadian Funeral Supply Assoc.
Guaranteed Funeral Deposits of Ontario	The Dodge Chemical Company (Canada) Inc.
Robert Haggarty Memorial	The Embalmers' Supply Company of Canada Ltd.
Hamilton and District Funeral Directors Association	The Kitchener-Waterloo Regional Ambulance
Harcourt Brace and Company Canada	The Loewen Group
Heart and Stroke Found. of Ont.	The Physiotherapist/Occupational Therapist Assist. Recognition Award
Douglas K. Holland Memorial Award	The Victoriaville Group
Honeywell Ltd.	Toronto Central Service
ITP Nelson Canada	Leanne Margaret Tumilty Endowment Fund
Johnson & Johnson Medical Products Canada Ltd.	Turner and Porter Funeral Directors
Abu Kibria	Versa Care Centre
Margaret Hincks	
Loughheed's Ltd.	
Margaret MacKenzie Memorial Fund	

HOSPITALITY, RECREATION AND TOURISM ALLIANCE (HRT ALLIANCE)

Alba Tours International Inc.	Hotel Human Resource Professionals Assoc. of Greater Metropolitan Toronto
Donald Barnard Endow. Fund	Insight Int'l Tours
British Airways	International Resorts Studies Program - Japan
Canada Cutlery Importers Ltd.	Les Marmitons
Canadian College and University Food Serv. Assoc.	McDonald's Restaurants of Canada Limited
Canadian Hospitality Found.	Yvonne McMorrough
Canadian Society of Club Managers (Ontario Branch)	Nestle Food Services
Canadian Travel Press	Oneida Canada Ltd.
Canamera Foods	Ontario Restaurant Association - Toronto Region
Conquest Tours	Eija Parkkari Endowment Fund
Delta Chelsea Inn	Robin Hood Multifoods Inc.
Emerson Summers Co. Ltd.	Nicollette Sarracini
Escoffier Society of Toronto	Sporting Life Inc.
European Hotel and Restaurant Imports	Sports Equipment Specialist
Fast Track Recreation Leader. Adv. Committee	The Oshawa Group Limited
Gay Lea Foods	Toronto Airport Director of Sales Council
Globus/Cosmos Tourama	Voyageur Insurance Limited
Hotel Association of Metropolitan Toronto	World of Vacations

SCHOOL OF INFORMATION TECHNOLOGY, ACCOUNTING AND ELECTRONICS

Accountemps	Instrument Society of America (Toronto Section)
Accounting Department Faculty	ITP Nelson Canada
Canadian Consulting Institute	MSA Canada Inc.
Certified General Accountants Association of Ontario	Munich Reinsurance Company of Canada
Brian Crucefix	Ontario Colleges Mathematics Association
Ernst & Young	Sun Life Assurance Company of Canada
Mr. Harvey Freedman	The John Szilock Memorial Award
Derek Home Endow. Award	Bill Yardy Memorial Award

SCHOOL OF MANUFACTURING TECHNOLOGY AND DESIGN

3M Canada Inc.	Rudi Jansen Endowment Fund
ABC Group	Knoll North America Group
Acklands-Safety Supply	Lee Valley Tools Limited
William Bell Memorial Award	Mollie McMurrich Endow. Fund
Canadian Society of Safety Engineering (Toronto Section)	Oacett Etobicoke/York
Ken Cummings	Ontario Hydro
Mrs. John A. Fletcher	Howard Payne Memorial Award
Kathleen Higgins Trust Fund	Mrs. E. Pinder
Go Plastics Inc.	SMS Machine Tools Limited
Gross Machinery	The Classic Canadian Group
Industrial Design Faculty	The Institution of Electrical Engineers NA Region

SCHOOL OF MEDIA STUDIES

680 News	Byron Hales Endow. Fund
John Adams Endowment Fund	Harbinger Commun. Inc.
Agfa Division - Bayer Inc.	Hill & Knowlton
Alt Camera Exchange	Humber College Radio Alumni
Jim Bard Award	Ilford Anitec (Canada) Ltd.
Bowdens Media Monitoring Limited	Journalism Alumni Assoc.
Broadway Camera	Kodak Canada Inc.
Canada Newswire	Langdon Star Ketchum
Canada Post	Lisle-Kelco Limited
Canadian Corporate News	Edmund Long Endow. Fund
Cdn. Media Director's Council	MBanx
CFNY 102.1 FM	Media 100
CFRB Limited	Mediacom Inc.
CFTR Radio	Ab Mellor Endowment Fund
CHFI Limited	William John Murray Award
CHIN Radio	Narvali Photography Limited
CHUM Limited	National Public Relations
John Davies Endowment Fund	Shirley-Anne Ohannessian Memorial Award
Daymen Photo Marketing Ltd.	Old Master's Studio Award
Norman Depoe Scholarship Fund	Precision Camera
Diversified Publications Ltd.	Public Relations Faculty
Esther Fedele Endowment Fund	Q107 / AM640 Radio
Family, friends and colleagues of Peter Jones	Retail Advt. Club - Toronto
Ford Motor Company of Canada	Rogers Cantel Inc.
Fuji Photo Film Canada	Edward R. Rollins End. Fund
	Staedtler-Mars Limited
	Bette Stanley Award
	Steichen Lab
	Tamron and Manfrotto Canada
	The Source Shop
	The Sports Network
	The Toronto Star

SCHOOL OF PERFORMING ARTS

Jack A. Frost Ltd.	Joel Theatrical Rigging Contractor (1980) Ltd.
Gordon Delamont Memorial	Just Drums
Hagood Hardy Memorial	Thom Kehoe Memorial Award
Hambourg Memorial/Motts Music Award	Gail Mason
Harknett Musical Services	Parallel Productions
Peter Harris Memorial/Long & McQuade	Mike Peterson Memorial
Scott Henshaw Memorial Award	St. John's Music
I.A.T.S.E. Local #58	The Big Step Committee
	Theatre Humber Adv. Com.
	Toronto Musicians' Assoc./Gurney Titmarsh
	West Sun Toronto Inc.

SCHOOL OF SOCIAL AND COMMUNITY SERVICES

Association of Black Law Enforcers	Metropolitan Toronto Assoc. for Community Living - North York Region
Donald Barnard Endow. Fund	Mr. Baldev Mutta
Bartimaeus Inc.	Optimist Club of Etobicoke
Centre for Justice Studies	Peel Regional Police Assoc.
Etobicoke Centre for Children and Families	Reena Foundation
Faculty of the Child and Youth Worker Program	Social Justice Award
Faculty of the Developmental Services Worker Program	Social Service Worker Faculty
Faculty of the Law and Security Program	Special Memorial Award in Memory of a Former DSW Graduate
Jack Filkin Endowment Fund	Student and Community Affairs - Humber Lakeshore
Deborah Hebert Memorial Award	The Ontario Association of Child and Youth Counsellors
Humber College Students' Association - Lakeshore	Vita Community Living Services
Metropolitan Police - 21 Div.	

Bursaries

THE ONTARIO STUDENT OPPORTUNITY TRUST FUND

Since 1996, Humber College and the Ontario government have teamed up to raise over \$1 million for bursaries. The money raised will remain at Humber College in an endowment fund, and the interest generated will be given to students in financial need. Bursaries are given based on a student's individual needs, but most bursaries are given in amounts of \$500.

We would like to thank the following generous donors for their support:

Atkinson Foundation	Follett of Canada Inc.
Avedis Zildjian Company	New Ad Media
Bank of Montreal	Pizza Pizza
Borden & Elliot	Students Association Council (SAC), Humber College
Campus Services	The Chawkers Foundation
Caps	Wigwamen Inc.
Cara Foods	All friends, staff and students of Humber College, who have donated.
Council of Student Affairs, Humber College	
Ernst & Young	
Fan 590	

For information on the specific bursaries or scholarships available to students from the Ontario Student Opportunity Trust Fund (OSOTF), contact the Awards Office at (416) 675-6622, ext. 4052.

EDUCATIONAL COST BURSARY

There are approximately 450 bursaries available for new and returning students at Humber College. For an application form or for more details, please visit the Financial Aid Office or call (416) 675-6622 ext. 4052.

Programme d'échanges Ontario - Québec

Humber College of Applied Arts and Technology donne la possibilité aux étudiants inscrits à plein temps dans un programme post-secondaire de compléter une ou deux session(s) de ce programme dans un des Collèges (CEGEP) de la Province de Québec.

Le Ministère de l'Éducation et de la Formation de la Province de l'Ontario, celui de l'Enseignement supérieur et de la Recherche du Québec et la Commission permanente de coopération veulent encourager les programmes d'échanges et de coopération entre les deux provinces et financent le projet.

Les étudiants qui veulent parfaire leur connaissance et leur habileté en français, tout en obtenant des crédits, le font en participant au programme d'échanges Ontario-Québec.

Le niveau de compréhension et d'utilisation de la langue française favorisera, au point de départ, les candidats qui prendront part à cet échange.

Le montant de la bourse d'études a été établi à 2000.00\$ par personne, par session (2 sessions au maximum).

Un certain nombre d'étudiants devront envisager la possibilité de prolonger leur séjour au Collège afin de compléter à la fois l'apprentissage de la langue et satisfaire aux exigences de leur programme. Les étudiants qui auront complété avec succès les cours auxquels ils se seront inscrits au Collège québécois, seront exemptés de suivre ces mêmes cours de retour au Collège Humber.

Ce programme d'échanges d'étudiants avec le Québec, tout en permettant d'atteindre les objectifs d'apprentissage et de respecter le cheminement pédagogique propre à chaque individu, prépare à comprendre davantage les différences culturelles et sociales qui déterminent les règles et les comportements propres à chaque groupe ethnique.

Pour ceux qui sont intéressés à participer à un programme d'échanges, veuillez contacter:

The Institute of Language and Culture
205 Humber College Boulevard (Room K203)
Etobicoke, Ontario
M9W 5L7
Tél. (416) 675-5006
Télécopieur: (416) 675-4509

Declaration of Waiver

The information in this calendar is accurate as of August 1, 1998. The College does its best to update calendar information regularly so that students are not inconvenienced. However on occasion, changes do occur. Therefore, after August 1, 1998, the College reserves the right to modify or cancel any program, profile, course, program objective, fee, timetable or campus location without notice or prejudice. It is also the College's right to schedule classes any time, Monday through Saturday. Students should be aware that it may be necessary for them to take a course or courses during the evening or on Saturday.

Entry Requirements to Full-Time Programs

Humber College offers a wide range of full-time diploma and certificate programs with normal completion periods varying from several months to three years.

Diplomas are awarded upon the successful completion of programs that have a duration of at least two years.

Certificates are awarded upon successful completion of programs in which the program objectives or job entry skills can be mastered in less than two years.

ADMISSION REQUIREMENTS

A. MINIMUM REQUIREMENTS FOR POST SECONDARY PROGRAMS

The minimum admission requirement for eligibility into post secondary programs is an Ontario Secondary School Diploma (OSSD) or equivalent, or eligibility as a mature student.

All programs have additional admission requirements. These may include specific secondary school courses, voluntary work experience, etc. As requirements vary from program to program, you should refer to the specific admission requirements sections of each program.

B. MINIMUM REQUIREMENTS FOR ADULT TRAINING PROGRAMS

These programs are commonly referred to as Technical Certificate Programs. The technical certificate program descriptions can be found in the Pre-College, Apprenticeship and Technical Certificate programs section of this Calendar.

- Applicants must be at least 19 years of age on the first official day of classes. (Applicants who lack this age requirement but possess an Ontario Secondary School Diploma with credits at or above the general level may apply as secondary school graduates.)
- Applicants will be required to demonstrate a functioning level of grade 10 (general level or above). This may be determined in an interview, through document evaluation or by pre-entry testing in communications and/or mathematics.

C. EQUIVALENT ADMISSION REQUIREMENTS

If you attended secondary school in another province or country, you must prove that your educational standing is equivalent to the Ontario Secondary School Diploma (OSSD).

The College will recognize the following OSSD equivalents: All Canadian provinces:

- Successful completion of a grade 12 diploma except for the Province of Quebec where the equivalent is Secondary V.

International

England, West Indies, East and West Africa:

- General Certificate of Education showing passes in six academic subjects, of which one is English, at the Ordinary Level. A minimum grade representing 65 per cent or higher (at A, B or C, or 1, 2 or 3). (Where applicants have taken CXC examinations, the acceptable grades are A and B or I or II.)

Hong Kong:

- Hong Kong English School Certificate (from 1965), showing passes in six academic subjects, each with a minimum 'C' Grade.

India and Pakistan:

- Applicants should have completed studies at a recognized institution of higher learning (i.e. studies beyond the Intermediate Examination level with high standing), preferably in the first division. Applicants holding a record of second division

standings may be considered if the academic standing is above 65 per cent.

Other Countries:

- Applicants from other countries are considered on an individual basis.

International documents will be evaluated by the Ontario College Application Service (OCAS) and the evaluation will be forwarded to Humber.

D. MATURE STUDENTS

Applicants who do not possess the minimum admission requirements but who have reached their nineteenth birthday by the first official day of classes may apply as mature students.

The admissions department will assess the current academic strengths of mature student applicants through an interview and/or testing and may recommend direct entry into a program or academic upgrading to help better prepare a mature student for their studies. The following fee will be charged for mature student assessment testing: one subject \$20.00, two subjects \$30.00 and three subjects \$35.00.

E. ADMISSION OF STUDENTS FOR WHOM ENGLISH IS A SECOND LANGUAGE

Since most activities (lectures, seminars, laboratories) at Humber College are conducted in the English language, it is imperative that students be proficient in written and spoken English.

Applicants under this category may be required to satisfy the above requirements by undergoing testing at the College or submitting results of a recent TOEFL test (Test of English as a Foreign Language) or the Humber College Test of Language Proficiency. Further information may be obtained by writing to:

Test of English as a Foreign Language

Box 899, Princeton, New Jersey, USA 03540

Humber College requires a minimum score of 550 for post secondary programs, and a minimum score of 580 for post graduate programs, or the equivalent for admission. Students may be referred to our English upgrading program or special classes to improve their language skills before being admitted to the College program of their choice.

Those students enrolled at Humber College who are experiencing language difficulties may also be referred to special English classes as part of their program.

Note: For admission purposes some programs require a higher TOEFL score than 550 and may require English testing.

F. STUDENTS WITH DISABILITIES

Students requiring services to accommodate a learning disability or physical disability are urged to contact the Services for Students with Disabilities at Humber College upon submission of their application. Early self identification will allow the College to better prepare itself to provide the best possible service. Applicants requiring assistance during the admissions process for interviews, auditions, testing, etc. are advised to contact Services for Students with Disabilities to request arrangements. Although every consideration will be accorded to applicants with learning and/or physical disabilities, the College cannot guarantee the opportunity of another test, audition or interview, to applicants who did not identify themselves to the Services for Students with Disabilities prior to the admissions process and were subsequently unsuccessful in gaining admission.

It is the student's responsibility to notify the College of resources needed during the academic year. A physical demands analysis for all post secondary programs is available in the Office of the Registrar and may be referred to at any time.

North Campus (416) 675-6622, ext. 4151

Lakeshore Campus (416) 675-6622, ext. 3265

HOW TO APPLY

APPLICATION PROCEDURE

The deadline date to apply for limited enrolment programs is March 1st for all post secondary programs in all colleges commencing in the Fall 1999. Applicants to programs commencing in Winter 2000 or Summer 2000 are accepted on a first-come-first-served basis.

Applicants to the Ontario Colleges of Applied Arts and Technology may submit one application form to the:
Ontario College Application Service
PO Box 810, 370 Speedvale Avenue West
Guelph, Ontario, N1H 6M4
Telephone: (519) 763-4725

Ontario College Application Service (OCAS) receives, records and then forwards application information to the appropriate College(s). A \$40.00 fee is required for applications submitted for the academic year September 1998–June 1999, the application fee for 1999/2000 will be \$65.00. This fee must be received with the application form before it can be processed.

The information, on the OCAS application is collected and distributed by the Ontario College Application Service to the colleges you have chosen.

The personal information on this application is collected under the authority of the Ministry of Colleges and Universities Act, RSO 1990, c. M.19, s.5 and Regulation 770, RRO 1990, s.8 and the Ministry of Agriculture and Food Act, RSO 1980, c.270, s.5.

Applicants may select up to five program choices with no more than three program choices at any one college. An applicant may accept only one offer of admission. The confirmation of acceptance must be returned directly to OCAS on the form provided. OCAS will then notify the appropriate college(s) of the applicant's decision.

Students currently enrolled in an Ontario secondary school may obtain an application form from their school's guidance office. Other applicants may obtain the application form directly from any Ontario College of Applied Arts and Technology, any Ontario secondary school or OCAS.

Where published admission requirements are not met by the applicant, the college may inform the individual prior to May 15 in order to provide that person with the opportunity to make alternate choices.

INTERNATIONAL STUDENTS

Applications from international students must be accompanied by certified 'true' copies of their educational documents. For students whose first language is not English we require a recent TOEFL score (Test of English as a Foreign Language) or a score from the Humber College Test of Language Proficiency.

SELECTION PROCEDURES

a) Admission Requirements

Requirements vary from program to program. Selection criteria may be based on any combination of the following:

- A review of the applicant's academic record;
- A review of any additional documentation submitted to support the application and required by the program (ie resumé);
- The results of an interview, an audition, a test, a questionnaire;
- A review of a portfolio;
- Any other criteria relevant to the program.

b) Selection of Applicants

Selection will be based on all criteria listed under individual program descriptions as admission requirements.

The college uses applicant grade point averages and specific

course and grade minimums to determine if applicants are eligible for second level admission assessment (eg. interviews, auditions, further testing, etc.). In some cases, grades, courses and /or the results of assessment tests may be used as the sole selection criteria.

After this assessment, candidates are then rank ordered and the best qualified applicants are offered seats as they become available.

c) Limited Enrolment Programs

These are programs that attract enough qualified applicants by March 1 to fill the program for the Fall. In such cases, all pre-March 1 candidates receive equal consideration. Applicants who apply after March 1 are only considered if space remains in the program. For winter and summer terms the applicants are considered and admitted on a first-come-first-served basis.

d) Notification of Admission Decisions

(approval, regret and wait list status)

Applicants will be notified of admission decisions for Fall beginning May 15th.

Those applicants approved for admission to a program may need to meet the following conditions on or before the first day of classes before their admission is considered final:

- Completion of secondary school studies to obtain a Secondary School Diploma;

And/or

- Completion of particular courses in which applicants are currently enrolled, to meet specific program requirements;

And/or

- Completion of a college preparatory program to the equivalent level of that specified in the program requirements;

And/or

- Submission of specific documentation as required by program (i.e. medical forms).

Applicants will be notified of all conditions to be met.

Applicants placed on a wait list will be advised in writing. As seats become available, applicants on the wait list will be notified. Wait lists will be maintained until September only. Those remaining on a wait list must re-apply to the program the following year and repeat all components of the admission process for that program. (i.e. interview, testing, etc.)

Applicants placed on a wait list for a program that also has a scheduled January intake, may be offered admission for the next session without the need to reapply.

International students will be provided with offers of admission in reasonable time to allow for application of their necessary visas.

An offer of admission may be withdrawn if an applicant fails to confirm acceptance and/or pay fees by the stipulated deadlines.

e) Admission Review Process

Applicants who wish to question or who wish to have the admission decision explained in some detail, may do so by calling the Admissions Officer or Associate Registrar at the campus where they applied. It is our intention at Humber College to deal as fairly as possible with all applicants.

RE-ADMISSION TO THE COLLEGE

Students who have been unsuccessful in recent studies in a post secondary program at Humber College, and who wish to be re-admitted must apply for re-admission using the common application form for community colleges.

The Admissions Officer will consider each application for re-admission after consultation with the academic division concerned.

EXEMPTIONS

Applying for Exemptions

There are many students applying to Humber College who may have already completed certain course requirements in their program. Some have college, university or private school education, while others have many years of experience and/or skills related to their program of study. For those students, there is an opportunity to be given credit for prior learning or education. The choices and exemption procedures are listed below:

1. Basis of Exemption/Transfer Credit:

Post Secondary Education

You must have a minimum grade of 60 per cent in all courses, and use the Exemption form available in the Office of the Registrar. To expedite the process be sure to include all supporting transcripts and course outlines, and return at least one month before classes start. Exemptions will be added to your record once your full tuition fees have been paid. There is a fee of \$25.00 for processing one exemption and \$50.00 for two or more.

2. Basis of Exemption: Prior Learning Assessment

Students may also base requests for Exemption Credit on related learning acquired through work experience, informal study or experiential learning. Prior Learning Assessment requests are made through the Office of the Registrar but will be assessed by teaching staff in the course in question. Students will be required to demonstrate their achievement of the course learning outcomes. Exemption credit in individual courses is granted only for demonstrated ability to meet a 'pass' standing. You may obtain a course outline from the Academic area responsible for delivering your course, and review it to determine if your knowledge and skills match the course learning outcomes.

There is a \$76.00 fee per course for this type of exemption. Please submit applications at least one month before your classes start. Exemptions will be added to your record once your full tuition fees have been paid.

ADDITIONAL ADMISSION INFORMATION

Students who have been unsuccessful in programs or courses from other post secondary educational institutions may be asked to attend an interview with the Admissions Officer. At that time, the reasons for the previous lack of success will be reviewed, and appropriate tests may be administered to ensure entrance competencies.

STUDYING AS A FULL-TIME STUDENT

The majority of students attend Humber College on a full-time basis. This means that they are enrolled in at least 2/3 of the courses prescribed for their given semester or at least 70 per cent of the credit hours prescribed for their given semester. (The requirement to qualify as a full-time student for the purposes of receiving Ontario Student Assistance (OSAP) is different than the above. Please contact the Financial Aid Office for details.)

STUDYING AS A PART-TIME STUDENT

If space allows a student may enrol in day courses on a part-time basis; however, approval and registration will only occur at the commencement of classes after full-time students have been accommodated.

CO-OPERATIVE EDUCATION

Humber College offers several co-op programs. These programs provide the student with an opportunity to obtain work experience related to their program of study.

The timing of work semesters (16 week semesters) varies by

program, however, most occur after two (2) semesters of in-class study. Students may be required to meet specific academic criteria prior to obtaining a co-op placement.

The admission requirements to co-op programs vary. Please refer to the index for the listing of available co-op programs, and to the individual program description for further details.

SUSPENSION/CANCELLATION POLICY

Prior to a decision to suspend or phase out a program, the college will provide the students enrolled in the program with the opportunity to complete the program within the normal time period (i.e. the Ministry approved program duration).

As a general principle, the college will provide the students with the opportunity to complete the program at the college in which they are enrolled. However, there may be special circumstances where it is not possible for the college to do so, or where a transfer of the students to another college would be more practicable for both the students and the college. Under such circumstances, the college assumes the responsibility to assist the students to become enrolled in the same program offered by another college located within a reasonable distance from the college.

Fees and Financial Assistance

FEES

The fees listed below are effective September 1, 1998 for the 1998/99 academic year. Fees for 1999/2000 will be published at a later date.

POST SECONDARY TUITION FEES (1998/99)

- Post secondary programs. Canadian citizens or permanent residents: The standard tuition for a normal two semesters (32 weeks) is \$1530.00. Annual fees are due at the billing date (usually early July). For international students: the standard tuition for a normal two semesters (32 weeks) is \$9600.00.

Note: Some program tuition fees may be different than stated above depending on the length of the program or other factors as set by the Ministry of Education and Training (MET).

- Post diploma programs. Same as a) but fee is \$1880.
- Part-time post secondary studies. Tuition is \$3.65 per contact hour, and post diploma is \$4.49 per contact hour, as governed by the Ministry of Education and Training. An additional mandatory non tuition fee of \$0.96 per hour is also charged. For continuing education learning evening studies, please consult the Humber College Annual Continuing Education calendar.
- Adult training programs tuition. The standard tuition fee for adult training programs is \$42.70 per week. An additional mandatory non post secondary fee of \$9.14 per week is also charged. Please refer to individual descriptions for program duration.
- Non-Ministry funded programs/courses. Humber College has developed several programs that are not funded by the severely restricted budgets of the Ontario Government. Therefore, the tuition fees for these programs must cover the full cost of development and delivery. Fees range from \$3,000.00 per year to \$20,000.00 per year. Students may apply for OSAP assistance for these programs in the same manner as applicants for regular post secondary programs.

NON-TUITION RELATED INCIDENTAL FEE**Full-Time Programs**

These mandatory fees are collected in addition to the standard tuition fee. Through a formal procedure that includes students and college staff new fees and increases to these fees are approved by a Fee Protocol Committee that involves a majority of student representatives, and is forwarded to the College Board of Governors for final approval. There is a similar breakdown of fees for part-time courses and for short technical programs. Details are available in the Office of the Registrar.

Council of Student Affairs	\$ 6.35
Athletics	21.98
Student's Association Councils	27.10
Student Development Fund	6.57
Technology Fee	23.00
College Services Fee:	61.00
(Convocation, I.D. Card, Transcripts, Administrative Services, etc.)	
Total Fee Allocation	\$146.00 per term

OTHER FEES AND PENALTIES

The following additional fees and penalties may apply to some students. These fees are updated annually and currently include the following:

Co-op Fees

An additional fee of \$333.55 will be charged to all qualified students who intend to proceed to a 16 week co-op work term as part of their regular post secondary program. The fee will be applied to each term where the work placement occurs.

Note: Fees for international placements may be higher.

Equipment Deposit

An equipment deposit is levied for several programs and covers breakage of equipment used by students. This amount is refundable at the end of the year after clearance authorization is received from the program co-ordinator. This deposit will be identified in the information mailed to all students prior to enrolment.

Method of Payment

Fee payments will be accepted by telebanking, certified cheque, money order, bank draft, Visa, MasterCard or Interac. Note that we prefer not to accept cash payments.

Payments are to be made payable to Humber College.

Late Payment Charge

Students who fail to pay fees by the published deadlines are required to pay a late payment charge. Late payments are accepted only if space remains in the program.

Note: Late payment of fees may result in the loss of a program seat. The College is not obligated to hold seats for students who fail to pay fees by the due date.

Tax Receipts

Official receipts are issued for tuition fees only and are mailed in February of each year. The receipt covers the previous year's studies.

Failure to Pay Fees

Failure to pay fees may result in the withdrawal of an offer of admission. It is essential that students pay fees by the stipulated deadline dates.

APPLICATION FOR REFUND

A refund for a course or program will be issued only if a student applies in writing to the Office of Registrar on the close of business on or before the tenth school day after the start date of the course or program.

Note: \$100.00 of the tuition fee is non refundable (\$500.00 for international students).

SPONSORSHIP

Sponsorship generally means that the student's fees will be paid by the sponsor. Students may receive living allowances and/or book costs as well. Typical sponsors would be the Department of Indian and Northern Affairs, Vocational Rehabilitation Services (Ministry of Community and Social Services) and Workers Compensation Board.

Students who wish to apply for sponsorship must contact the agency involved and request that authorizations for sponsorship be submitted to the Office of the Registrar in writing prior to registration. Failure of the sponsor to advise the Office of the Registrar by fee deadline date will jeopardize seat availability.

COMMUNICATION COURSES

College graduates need to communicate effectively. Employers are requiring our graduates to be increasingly more skilled in their language abilities and must know how to read and interpret information and communicate their ideas both orally and in writing. As part of their program requirements, Humber students are required to complete a number of Communications courses. These courses are designed to help them perform the writing tasks that will be expected of them in their program courses and later on in their careers.

All students are required to take an assessment test to determine their language proficiency. On the basis of the results of the test, some students may be exempted from taking one or more of their required Communications courses. However, some students may be required to take a remedial writing course before being permitted to take their required Communications course(s).

To better serve our growing population of second language learners, specialized English as a second language (ESL) courses are now offered as part of the Communications curricula. Students are placed directly into their appropriate level ESL course on the basis of their assessment test. Successful completion of these courses will satisfy any Communications requirements.

Extra courses will require the payment of additional fees.

MATHEMATICS ASSESSMENT

All first semester technology and most business students are assessed in mathematics. Based on the assessment results, some students will be required to enrol in an additional mathematics course to help improve their mathematical skills. These students will then take the other required mathematics courses in more senior semesters. Our experience has shown that the extra mathematics course significantly enhances students' abilities to achieve good results in subsequent business and technology courses in their program. Extra courses will require the payment of additional fees.

FINANCIAL ASSISTANCE

The Ontario Student Assistance Program, or OSAP, has a number of plans to help you meet the cost of full-time post secondary study. The amount of funds that may be approved does not cover the full cost of coming to College. Each application is assessed on the basis of resources, real or expected, available to the student. The amount approved will vary depending upon the resources available as determined by the OSAP assessment, and allowable costs for each program. This program provides subsidized loan assistance to students who are registered in an approved certificate or diploma program which is at least 12 weeks in length. To qualify for OSAP, you must take at least 60 per cent of a full course load as defined by Humber College.

For more information on financial assistance call the Financial Aid office at (416) 675-6622, ext. 4245 or visit the web site: <http://osap.gov.on.ca>.

AWARDS, SCHOLARSHIPS AND BURSARIES

Awards, scholarships and bursaries, donated by corporations, community organizations and individuals, are available. Awards are presented according to the donor's specifications to students who achieve academic excellence. A limited number of entrance scholarships are available to full-time students entering a Humber College post secondary program for the first time. Bursaries are awarded on the basis of need, but marks may be taken into consideration.

Bursaries are available for new and returning students from the Ontario Student Opportunity Trust Fund and the Educational Cost Bursary Fund.

ENTRANCE SCHOLARSHIPS

Entrance Scholarships are available to first-time Humber students who register for full-time studies.

The value of these scholarships is \$1000.00 to be applied to tuition.

Minimum criteria includes academic proficiency, letters of reference (from two of education, employment, community) and involvement in extra curricular activities.

Descriptions of specific Entrance Scholarships with accompanying application forms are available in the Admissions booklet which is mailed out to all approved students around mid May. Entrance Scholarships are available in limited numbers for selected programs. Deadlines may vary by program.

Entrance Scholarships will be awarded by decision of the College's Scholarship Committee. A student may not receive more than one Entrance Scholarship.

For more information on Entrance Scholarships, please call the Awards Office at (416) 675-6622, ext. 4052.

Declaration of Waiver

The information in this calendar is accurate as of August 1, 1998. The College does its best to up-date calendar information regularly so that students are not inconvenienced. However on occasion, changes do occur. Therefore, after August 1, 1998, the College reserves the right to modify or cancel any program, profile, course, program objective, fee, timetable or campus location without notice or prejudice. It is also the College's right to schedule classes any time, Monday through Saturday. Students should be aware that it may be necessary for them to take a course or courses during the evening or on Saturday.

Student Services

ALUMNI SERVICES

Once you receive your Humber College diploma/certificate, you become a member of Humber's Alumni Association. As a member, you are entitled to services and benefits exclusive to alumni.

If you are already a Humber graduate, contact Alumni Services to ensure that we have your correct mailing information.

For more details, call Alumni Services at (416) 675-6622, ext. 4872 or e-mail alumni@admin.humberc.on.ca.

ATHLETICS

While at Humber, you are welcome to take advantage of our excellent athletic facilities. We have squash courts, gymnasiums, pool, weight training rooms, saunas, jogging areas and more.

If you prefer team sports, there is a variety of varsity and intramural activities which range from basketball and volleyball to intramural ice hockey. Or, if you just want to get in shape, we have regular fitness classes during the day. Come as often as you like, but remember to bring your student card.

For more information call the North Campus Athletic Department at (416) 675-5097.

CAREER SERVICES

Finding a job takes hard work and determination. Although no one can find a job for you, we can help. Career Services has resources on job search, interview techniques and writing effective résumés and letters. With our assistance, Humber graduates have consistently had among the highest rates of employment of any College's graduates.

For information on job opportunities or services available, call or drop by the office serving your campus.

North Campus Room D128 (416) 675-5028

Lakeshore Campus Room A120 (416) 675-6622, ext. 3331

Humber College graduates are well qualified to compete in today's employment market. For a detailed report on the graduate job rate, visit our web site at www.humberc.on.ca/~gradrprt/.

CHILD CARE FACILITIES

Students with children are welcome to use either the Children's Activity Centre, which is a drop-in centre for students and staff, or one of our licensed child care centres, the Child Development Centre, or the Humber College Child Care Centre.

The Children's Activity Centre is available to care for children between the ages of eighteen months and five years on a part-time basis.

The Child Development Centre and Humber College Child Care Centre offer full-time care for children from infancy through to six years of age. A full day Junior and Senior Kindergarten are available. These child care centres are used by students, staff and the community and provide care for all children including those with special needs. It is usually necessary to register for child care well in advance due to lengthy waiting lists at these two centres. For more information about these services and the fees, call:

Children's Activity Centre (416) 675-6622, ext. 4430

Humber College Child Care Centre (416) 675-5073

Humber Child Development Centre (416) 675-5057

The above-mentioned centres are located at the North Campus.

COUNSELLING SERVICES

Counselling at Humber College is staffed by professional counsellors and offers the following services.

Academic Success

- Workshops on developing and improving study skills;
- Workshops on time management and stress management;
- The Anti-Flunk Book: tips on learning and studying;
- Study skills programs on computer and video;
- Peer-Tutoring: a program in which trained student tutors assist you with courses;
- PLA - Prior Learning Assessment: assisting potential students with the procedures involved in assessing previous learning and work experiences for college credit.

Career Directions

- Exploration and identification of career goals;
- Career Resource Centre containing computer-assisted career exploration programs, information on occupations, training options, potential employers, and volunteer opportunities.

Short-term Crisis Counselling

- Assisting students with personal crises and making appropriate referrals to community agencies or personnel.

Counselling Locations

North Campus Room D128 (416) 675-5090
Lakeshore Campus Room A120 (416) 675-6622, ext. 3331

FOOD SERVICES

Humber College offers a variety of food venues to suit most everyone's tastes.

North Campus: Harvey's and Church's Chicken; Java Jazz Coffee House; The Food Emporium in The Pipe featuring: The Market Grille, Pizza Pizza, Taco Bell Express, Mr. Submarine, Country Kettle Soups, Raw Power Salads, La Pentola; The Ac-kee Tree Caribbean Restaurant; Jo's Diner in the Residence, and Caps Pub and Deli.

Lakeshore Campus: The Food Court features: Taco Bell Express; Subs 2 Go-Go and Pizza Pi, the Coffee Cart is in Cottage C.

For detailed hours of operation, or if you have suggestions, please contact Food Services at (416) 675-6622, ext. 4250.

HUMBER COLLEGE BOOKSTORE

The Humber College Bookstore provides one-stop shopping convenience. In addition to textbooks, the store at the North Campus features art, drafting and stationery supplies, reference and general reading material, clothing and gift items.

The store at Lakeshore, although smaller than the North Campus store, offers all course related texts and supplies, as well as a selection of general reading material, clothing and gift items.

We are dedicated to delivering excellent bookstore services. If you require additional service or information, please call us at (416) 675-5066.

The Humber College Bookstore accepts cash, Visa, MasterCard, American Express and Interac.

Regular Hours of Business

North Campus

Monday - Thursday	September - May	8:30am - 8:30pm
Friday	September - May	8:30am - 4:30pm
Saturday	September - May	9:00am - 2:00pm
Monday - Friday	June - August	8:30am - 4:30pm
Saturday	June - August	9:00am - 2:00pm

Lakeshore Campus

Monday - Thursday	September - May	8:30am - 6:00pm
Friday	September - May	8:30am - 4:30pm
Monday - Friday	June - August	10:00am - 2:00pm

Both stores offer extended hours during September, January and May.

INSTITUTE OF LANGUAGE AND CULTURE

Because foreign language skills are a powerful work and business tool, the Liberal Arts and Sciences Division offers a number of foreign language courses through the Institute of Language and Culture. These courses focus on both the conversational and the formal written structures of the language, yet at the same time they are enjoyable and rich in cultural content.

LANGUAGE AND MATHEMATICS CENTRES

The Liberal Arts and Sciences Division has established facilities at two campuses to help students who are weak in the basic English skills.

North and Lakeshore Campuses

Both campuses have facilities to help students who are weak in the basic skills of English and math.

The Writing Centres provide assistance to students needing extra help in English. Students may drop in any time for specific help on a problem, or they may come on a regular basis to work on a program designed to meet their individual needs. In connection with the Writing Centres, Computer Language Labs are available providing students with a variety of the latest software programs designed to augment writing skills development.

The Math Development Centres offer assistance to students whose pretests have shown their skills to be weak.

LIBRARY SERVICES

Humber College Library Services support the curricula of the College by providing resources and facilities to help library users develop the knowledge and skills needed for critical thinking and research in the courses offered at all campus locations.

The libraries located at the North and Lakeshore campuses contain over 120,000 books, 500 current periodical subscriptions in paper, and 700 current periodical subscriptions on CD-ROMs, as well as growing collections of CD-ROMs, cassette tapes, phonodiscs, video tapes, films, etc. The audio-visual equipment and resources in the Media Centre will add professionalism to your class presentations. The North and Lakeshore campus libraries also provide learning materials and facilities to special needs students who require textbooks transcribed on tape or in Braille.

The North Campus library has provision for every type of learning facility including screening rooms and group study rooms. Books and other materials may be borrowed from another campus location, if necessary.

A special bar-code affixed to the Student Identification Card permits patrons to borrow books and other materials. Material signed out on a designated library card is the responsibility of the holder of that card. All materials must be returned on the appropriate due date. Fines are strictly enforced on overdue materials.

For further details about Library Services, please call:

North Campus (416) 675-5079
Lakeshore Campus (416) 675-6622, ext. 3247

OFF CAMPUS HOUSING SERVICE

If your decision to attend Humber involves a move to Toronto, the process of finding suitable accommodation can be made much easier by taking the following advice of experienced student 'home hunters.'

1. Be organized
2. Start your search early! July is appropriate; and
3. Use Humber's Off-Campus Housing Registry

Humber's Housing Registry, located off the lobby in the Residence, has listings for self contained flats, rooms and basements in houses and apartments, and apartments and houses for rent. These listings are available for viewing seven (7) days a week, 24 hours a day. Our staff is friendly and knowledgeable, and can help familiarize you with your options. We can also assist you with such things as the location of the accommodation, transportation routes, rental costs, shopping areas, and more! Let us take some of the guesswork out of finding a place to live.

Numerous brochures with information and tips to make your stay in Toronto enjoyable are available.

For information, please call the Off-Campus Housing Office.

North Campus (416) 675-8517

Lakeshore Campus (416) 675-6622, ext. 3213

OPEN LEARNING CENTRE

Humber proudly opened the Open Learning Centre (OLC) in the Fall 1995 semester. In establishing a system for open learning, Humber recognizes the growing need to offer post secondary educational opportunities to all members of the community and, in particular, to those learners who are unable to access our traditionally scheduled courses. By using innovative and flexible methods in delivering curriculum, the Open Learning Centre is dedicated to meeting the needs of those learners who are prevented from taking courses at Humber due to personal or geographical circumstances.

Courses offered through the Open Learning Centre will utilize a wide range of traditional and computer-based learning resources. While students are expected to work independently and to assume responsibility for the pace of their learning, tutors and teachers will be available for assistance and direction. Open Learning Centre staff will also be available via telephone, voicemail and e-mail.

The Open Learning Centre is located on the second floor of 'D' wing at the North Campus and is open Monday - Friday 8am - 10pm and Saturday 11am - 4pm. Summer hours vary, students are advised to call the OLC.

For further information regarding the Open Learning Centre, please call (416) 675-5049, or visit our web site at hcol.humberc.on.ca.

PARKING

Parking is available at all campus locations. It is recommended that students consider public transit or car pools because the demand for parking at the North Campus continues to surpass parking capacity.

All students will receive a 'parking/locker invoice/application form' along with their fee bill statement, generally mailed in mid-June. This application should be completed only by those requiring either of these services. This invoice must be returned by the date indicated, along with the required fees. This will ensure that space will be assigned for you upon your arrival. If you have prepaid for parking and do not receive further information, please contact Parking Operations at (416) 675-6622, ext. 8516 or 4500. Pay parking is available at the North and Lakeshore campus locations.

Visitors and those who drive occasionally can access the daily parking areas (pay lot or meters). These are available on a first-come first-served basis.

H.E.A.R.T. PROGRAM

The Humber Emergency Auto Response Team (HEART) is a free service of the Parking Office of Campus Services, Physical Resources. HEART has been designed to assist students, staff, faculty, and visitors experiencing vehicle problems while at Humber College. We are not trained mechanics, but we will do our best to help you get on your way. If you require the services of HEART, call (416) 675-6622, ext. 4416, or use any emergency telephone.

PEER TUTORING

To help students who are having difficulties in some courses, Counselling Services and the Student Association Council have set up a system of peer tutoring. Successful students are trained to provide assistance in a specific course. There is a registration fee of \$10.00 for 8 sessions. To arrange for a tutor contact Counselling Services:

North Campus Room D128 (416) 675-5090

Lakeshore Campus Room A120 (416) 675-6622, ext. 3331

PUBLIC SAFETY DEPARTMENT

The welfare and safety of students is paramount at Humber College. A full complement of security staff is available to all students, 24 hours a day, 7 days a week. In addition, the Humber Campus Watch Program provides a safety escort program within campus boundaries, strategically located emergency telephone access which is directly linked to campus security, as well as the dissemination of comprehensive information on personal safety awareness.

Public Safety Office

North Campus Main entrance at Library
(416) 675-6622, ext. 4077

Lakeshore Campus/
Robert A. Gordon Learning Centre
Room A169B
(416) 675-6622, ext. 3240

Emergency Assistance

North Campus (416) 675-6622, ext. 4000
Lakeshore Campus (416) 675-6622, ext. 3000
Residence (416) 675-6622, ext. 7000
Cellular/Pay Phones (416) 675-8500

STUDENT RESIDENCE (NORTH CAMPUS)

Going away to college can mean major lifestyle changes if this is the first time you've considered living away from home. Residence living can make the transition easier, combining the opportunity for freedom and fun with reassuring comfort and security.

If your attendance at Humber College requires you to relocate, students are fortunate to have the option of living in residence.

Humber College maintains two modern residence buildings on the North Campus. Most of the 720 rooms are single, and feature air conditioning, local phone service, cable TV outlet, a single bed, built-in desk and chair, wall-to-wall carpeting, mirror and window coverings. You bring your own bed linens, television or computer and add the decorating touches to make your room feel like home for the next eight months.

Each floor features a TV lounge with microwave and sink. A refrigerator in each room will be provided. Washrooms are shared by the occupants of each floor and coin-operated laundry facilities are available in each of our two residence buildings.

Floors are designated smoking and non-smoking, co-ed or same gender and while every attempt will be made to accommodate your preferences, we cannot guarantee your choice of building, floor or room.

Although residence life centres on studying and supports academic achievement, there is time for socializing and fun. We have study floors, strict quiet hours and place a strong emphasis on providing academically-oriented workshops and seminars. We also feature a wide variety of recreational and social activities throughout the year as well (i.e. bus trips to Paramount Canada's Wonderland, movie nights, water volleyball, self-defence classes, aerobics, karaoke, and road trips to various establishments around the city).

One to three resident assistants, who are senior students, live on each floor and are available to answer questions, lend support and assist with activities.

The building is secured 24 hours a day, 7 days per week, and a 'walk-about' service is available to escort students safely to their campus destinations. The Humber Campus Watch Program was also designed to ensure the safety of students living in residence. It includes personal escort services, strategically located emergency telephones directly linked with campus security, security cameras, card access entry and comprehensive information sessions on personal safety awareness.

During the summer months (May to August), the residence is available on a short or long-term basis to students, individuals and groups. Daily, weekly, monthly and summer rates are available. For further information, please write or call:

Humber College Residence
203 Humber College Blvd.,
Toronto (Etobicoke), Ontario M9W 6V3,
Telephone: (416) 675-6622, ext. 7200 Fax: (416) 675-3437

STUDENTS WITH DISABILITIES

Students requiring services to accommodate a learning disability or physical disability are urged to contact Services for Students with Disabilities upon submission of their application. Early self identification will help the college in providing the best possible service.

It is the student's responsibility to notify the College of resources needed during the academic year.

All campuses are fully accessible. Arrangements are possible for notetakers, readers and other services that may be required to support the learning process.

North Campus (416) 675-6622, ext. 4151
Lakeshore Campus (416) 675-6622, ext. 3265

THE HEALTH CENTRE

Staffed by registered nurses and part-time physicians, Humber's Health Centres assist students, staff and faculty achieve and maintain their 'personal best' health. The following services are offered: treatment of minor illnesses; first aid for injuries; confidential health counselling re birth control, STDs, pregnancy options, sexuality, relationships, nutrition/healthy weights, smoking cessation, stress management; sales of birth control pills (reasonable prices - must pre-register); pregnancy tests; emergency contraceptive pills (MAP); referrals to doctors, dentists, community agencies; immunizations; allergy injections (must pre-register); help with special needs; and blood pressure checks. All full-time, fee paying students are automatically enrolled in the Student Accident and Sickness Insurance Plan. This includes a drug plan which pays 80 per cent of the cost of most prescription drugs (excludes oral contraceptives). See SAC for details.

Hours of Operation Monday - Friday 8:30am - 4pm
North Campus Room K137 (416) 675-6622, ext. 4533
Lakeshore Campus Room A110 (416) 675-6622, ext. 3234

TRANSPORTATION

Humber campuses can be accessed using public transportation connections, within Toronto, Mississauga, Brampton, and Vaughan. Contact your local public transit authority for details of possible routes:

- Toronto Transit Commission (TTC) at (416) 393-4636
- Mississauga Transit at (905) 279-5800
- Brampton Transit at (905) 453-3466
- Vaughan Transit at (905) 832-2281

The Humber College Bookstore offers for sale Go Transit, TTC tickets and Metro Pass, as well as Mississauga and Brampton Transit tickets. Route maps for some of the transit operations are also available, free of charge, from the Humber College Bookstore.

Calendar of Events

EXPLANATION OF TERMS AND CONDITIONS

1) REFUNDS

Requests for full or partial refund for programs or courses for all semesters will be considered only if written application has been received by the Office of the Registrar or is postmarked by the tenth school day after the official start date of the semester as published in this document.

For post secondary programs which begin early or late, the ten day period will be calculated according to the official commencement of the program / course.

Note: For all refunds, for all semesters, the College withholds a non-refundable portion of the fee (\$100.00 for all regular full-time students, and \$500.00 for International students and \$15.00 for Continuing Education students – See Continuing Education calendar for specific course refund policies).

2) LAST DAY TO DROP A COURSE WITHOUT ACADEMIC PENALTY (SEE REFUND POLICY ABOVE)

To drop a course and have it removed from a record the student must apply to drop the course through the Office of the Registrar. This action can only be taken up to twenty school days after course mid-term grades are due or after the two-thirds point of the course for courses that are less than a semester in duration.

If a student has not officially dropped a course by the drop date, the course will remain on the student record.

3) FEE DUE DATE

You should receive a fees invoice in plenty of time to allow you to pay your fees by the fees due date.

If you do not receive a fees invoice or if you are away on holidays when the invoice arrives, the fees due date still applies. Late fees will be charged for each term and fees will only be accepted if a space is available in the program.

It is the responsibility of the student to pay fees by the published fees due dates.

4) ACADEMIC CALENDAR OF EVENTS – POST SECONDARY STUDENTS

An Academic Calendar of Events is produced for every Post Secondary student. It is mailed to each student at the beginning of each academic year. Additional copies are available from the Office of the Registrar.

It is the student's responsibility to be aware of all the important dates and deadlines outlined in this Calendar of Events.

Office of the Registrar
For Academic Year 1998–99
April, 1998

Note: Different dates may apply for Government sponsored and accelerated semester students. See your Program Co-ordinator.

Waiver: Dates may change at the discretion of the College.

1998 – 1999 ACADEMIC YEAR

FALL SEMESTER 1998

Friday, 3 July	Annual Fees due (Fall 98/Winter 1999)
Week of 24 August – 28 August	Student Orientation / Registration
Monday, 31 August	Day classes begin
Monday, 7 September	Labour Day – College Closed
Tuesday, 8 September	Continuing Education Classes begin
Monday, 14 September	Last day for refund application for Fall term
	Last day to add a Post Secondary course
Monday, 12 October	Thanksgiving – College Closed
Friday, 23 October	Mid-semester grades submitted 12 noon
Week of 2-6 November	Awards Nights
Friday, 20 November	Last day to drop a full semester course without academic penalty (See explanation of terms and conditions)
Monday, 23 November	Winter pre-registration begins
Thursday, 17 December	Day classes end
Monday, 21 December	Grades submission deadline 12 noon
Wednesday, 24 December	Christmas Break – College Closed 12 Noon

WINTER 1999 (Regular Start)

Monday, 4 January	College Re-opens
	Student Orientation / Registration
Wednesday, 6 January	Day classes begin – All Schools
Monday, 11 January	Continuing Education Classes begin
Tuesday, 19 January	Last day for refund application for Winter Term
	Last day to add a Post Secondary course
Friday, 26 February	Mid-semester grades submitted 12 noon
Monday to Friday, 1 – 5 March	Reading Week
Friday, 2 April	Good Friday – College Closed
Monday, 5 April	Last day to drop a full semester course without academic penalty (See explanation of terms and conditions)
Wednesday, 28 April	Day classes end
Friday, 30 April	Grades submission deadline 4:30pm

SPRING 1999 (only applicable to some programs)

Monday, 5 April	Spring 1999 fees due
Monday, 3 May	Continuing Education Classes begin
Monday, 3 May - 10 May	Day Classes begin
Tuesday, 19 May	Last day to add a Post Secondary course
	Last day for refund application for Spring term
Monday, 24 May	Victoria Day – College Closed
Week of 14 – 18 June	Convocation Week
Friday, 18 June	Mid-semester grades submitted 12 noon
Thursday, 1 July	Canada Day – College Closed
Friday, 2 July	Annual Fees due (Fall 1999 and Winter 2000)
	Last day to drop a full semester course without academic penalty (See explanation of terms and conditions)
Monday, 2 August	Civic Holiday – College Closed
Friday, 30 July - 27 August	Day classes end
Wednesday, 4 August	Grades submission deadline 4:30pm
Monday, 6 September	Labour Day – College Closed

Direct Application Request

Humber College Direct Application Request Form

Some of the programs offered at Humber College are not funded by the government, and application for these programs is made directly to Humber College and not to the Ontario College Application Service (OCAS). Please complete the following application request form or call (416) 675-5000, or FAX (416) 675-2427, or e-mail: enquiry@admin.humberc.on.ca for more information, and an application form for the following programs. Please check your choice of program(s):

- ☐ Advanced Certificate in Justice Studies (Certificate)
- ☐ Business Management – Flight and Aviation Management (Diploma)
- ☐ Fire Career Preparation (Certificate)
- ☐ Hospitality, Recreation and Tourism (Certificate),
(or locate the application request form at www.hrtalliance.com)
- ☐ Master Studies in Jazz Improvisation and Composition
(Certificate – Part-Time)
- ☐ Professional Golf Management (Diploma)
- ☐ Professional Golf Management (Certificate)

Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: (_____) _____ FAX: (_____) _____

Please return to:

Office of the Registrar
Humber College of Applied Arts and Technology
205 Humber College Boulevard
Toronto (Etobicoke), Ontario
Canada M9W 5L7

PLEASE MAKE PHOTOCOPIES AS REQUIRED



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FREQUENTLY CALLED NUMBERS

North Campus	(416) 675-3111
Athletics	(416) 675-5097
Business & Industry Services	(416) 674-BISC
Campus Stores	(416) 675-5066
Career Service Centre	(416) 675-5028
Continuing Education Registration Part-Time Program Information	(416) 675-5005
Counselling	(416) 675-5090
Financial Aid Office	(416) 675-5001
Housing Information – Off Campus	(416) 675-8517
Humber Arboretum	(416) 675-5009
Office of the Registrar's Full-Time Program Information	(416) 675-5000
Residence Information	(416) 675-6622, ext. 7200
Student Association	(416) 675-5051
Student Recruitment Office	(416) 675-6622, ext. 4048
Canadian Plastics Training Centre	(416) 213-0931
Humber College Sailing Centre	(416) 252-7291
Lakeshore Campus	(416) 675-6622, ext. 3216
Transportation Training Services	(416) 798-0300

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Humber College is a smoke free environment.

Tours and Events

■ Open House/College Information Program

November 9, 1998

5:00 pm - 8:00 pm

Have a specific program question?

Humber College will showcase its programs on November 9, 1998, 5:00 pm - 8:00 pm, North Campus. Representatives from the program areas will be on hand to discuss admission requirements and the unique aspects of taking a program at Humber College.

As part of the Open House, the College Information Program will also be highlighted. Representatives from colleges around Ontario will be on hand to answer your questions and provide materials from their institutions.

■ Discover Manufacturing Technology and Design

November 20, 1998

9:00 am - 2:00 pm

Discover the world of Manufacturing Technology and Design. This is a great opportunity to speak to faculty, research career options and check out our lab facilities.

■ Discover Design

February 24, 1999

9:30 am - 1:00 pm

Interested in our design programs?

Discover Design is a great opportunity to tour our studios, see some of our students work, get tips for your portfolio and meet our design faculty and students.

■ March Madness

March 15 - 19, 1999

Come and visit us during your March break. Campus tours will run daily and we will be hosting program information sessions and showcasing Humber's student services and facilities throughout the week.

Tours

We'd love to show you around!

Tours of the College are scheduled twice a week during the year at the North Campus, and once a week at the Lakeshore Campus. Tours will commence in mid-October and can be arranged by calling (416) 675-6622, ext. 4048. We recommend that you book your tour at least two weeks in advance to ensure that we have time to send you directions and parking information.

■ How to Reach Us

The Student Recruitment Office is open year round. You can contact us for tours in several ways:

Phone: (416) 675-6622, ext. 4048

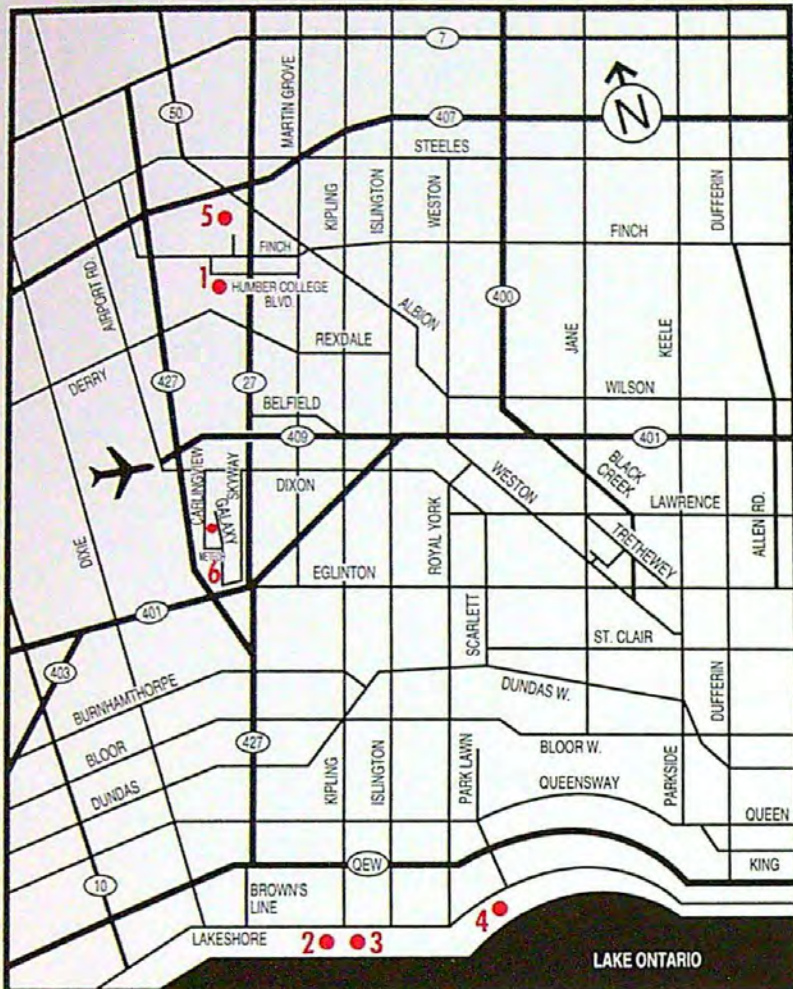
Fax: (416) 675-1249

e-mail: liaison@admin.humberc.on.ca

Or visit our web site: www.humberc.on.ca/~liaison



Campus Locations



Humber College Main Mailing Address

Humber College of Applied Arts and Technology

205 Humber College Blvd.

Toronto (Etobicoke), Ontario

Canada

M9W 5L7

- 1 North Campus**
205 Humber College Blvd.
Toronto (Etobicoke), ON M9W 5L7
Phone: (416) 675-5000
Fax: (416) 675-2427
e-mail: enquiry@admin.humberc.on.ca

Humber Arboretum
North Campus
Phone: (416) 675-5009

- 2 Lakeshore Campus**
3199 Lakeshore Blvd.W.,
Toronto (Etobicoke), ON M8V 1K8
Phone: (416) 675-5000
Fax: (416) 252-8842

- 3 Robert A. Gordon Learning Centre**
3131 Lakeshore Blvd.W.,
Toronto (Etobicoke), ON M8V 3W8
Phone: (416) 675-6622
Fax: (416) 252-8842

- 4 Humber College Sailing Centre**
Humber Bay Park (West)
(Lakeshore Blvd. West of Park Lawn Rd.)
Toronto (Etobicoke), ON M8V 3X7
Phone: (416) 252-7291
Fax: (416) 675-0135
e-mail: sailing@admin.humberc.on.ca

- 5 Canadian Plastics Training Centre**
110 Woodbine Downs Blvd., Unit 1,
Toronto (Etobicoke), ON M9W 5S6
Phone: (416) 213-0931
Fax: (416) 213-0927
e-mail: adamek@admin.humberc.on.ca

- 6 Transportation Training Services**
50 Galaxy Blvd., Unit 8
Toronto (Etobicoke), ON M9W 4Y5
Phone: (416) 798-0300
Fax: (416) 798-0307
e-mail: transprt@admin.humberc.on.ca

H U M B E R
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