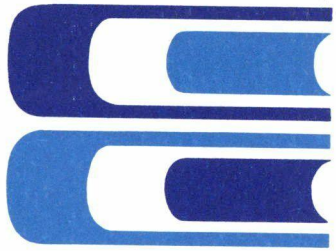


*Cap. Col. Curriculum - Description*



**capilano  
college**

**calendar 1971-1972**

**COLLEGE REGION**

PEMBERTON

**CAPILANO COLLEGE**  
Howe Sound Location

SQUAMISH

HOWE SCHOOL SOUND DISTRICT #48

**CAPILANO COLLEGE**  
MATHERS CAMPUS  
1770 Mathers Avenue,  
West Vancouver, B.C.

**CAPILANO COLLEGE**  
St. David's Church Location

WEST VANCOUVER SCHOOL DISTRICT #45

**CAPILANO COLLEGE**  
Lynn Valley Location  
At Argyle School

HORSESHOE BAY HWY. 99

MATHERS AVE.  
**CAPILANO COLLEGE**  
Carson Graham Location

15th St.  
TAYLOR WAY

CAPILANO RIVER

NORTH VANCOUVER SCHOOL DISTRICT #44

LYNN VALLEY ROAD  
MOUNTAIN HIGHWAY  
DEEP COVE

WHYTECLIFF MARINE DRIVE

**CAPILANO COLLEGE**  
Seymour Heights Location  
971 Berkeley

**CAPILANO COLLEGE**  
Art Centre  
1801 Welch Street

LIONS GATE

BRIDGE

2ND NARROWS BRIDGE

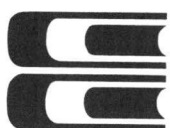
N



STANLEY PARK

PARK

VANCOUVER CITY



**capilano  
college**

**Calendar  
1971-1972**

## **CREDITS**

Photographs contributed by The Capilano College Media Centre, The Capilano College Student Newspaper and by the following students: Tim Whelan, Peter Proudlock, Jim Sawatzky, Barry Drain.

**CAPILANO COLLEGE**  
1770 Mathers Avenue  
West Vancouver, B.C.  
Telephone 926-5551

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# FACULTY

This list of full-time and part-time faculty includes instructors, librarians, advisers and administrators.

**AFFLECK, D. E.**—B.A., B.Ed., M. Lib.; **Head Librarian**  
**ALLISON, G.**—B.A.; **Fine Arts**  
**ANDREWS, MRS. M.**—B.A., M.A.; **History & Coordinator**

**BREENY, MRS. M.**—B.Sc., M.Sc.; **Retail Fashions**  
**BROOKS, L. D. G.**—B.A., M.A.; **Dean of Instruction, English & Bursar**  
**BROWN, MRS. L.**—B.Sc., P.G.D.; **Early Childhood Education**  
**BURSTEIN, DR. F.**—B.A., M.A., Ph.D.; **English**

**CARTER, MRS. S.**—B.A., M. of L.; **Librarian**  
**CLIFFORD, MISS J. M.**—B.A., M.A.; **English**  
**COUPE, DR. R. M.**—B.A., Ph.D.; **English**  
**COUPEY, P.**—B.A., M.A.; **English**

**DARLING, R.**—B.Sc.; **Drafting**  
**DYKE, S. L.**—Inst. of Tech.; **Art**

**EDGE, G. A.**—B.A., M.A.; **Economics & Coordinator**  
**ELIOT-HURST, MRS. E. W.**—M.A., M.Litt.; **Anthropology**

**FORBES, D. A.**—L.R.S.M.; **Music**  
**FREEMAN—DR. M.**—B.Sc., M.S., Ph.D.; **Physics**  
**FURSTENWALD, MRS. C.**—B.A.; **Spanish**

**GLENESK, A. H.**—B.Comm., B.A., M.Ed.; **Principal**  
**GRUEN, F.**—B. Comm.; **Mathematics**

**HAMILTON, DR. C. L.**—B.A., Ph.D.; **History**  
**HANKIN, MRS. B.**—B.A.; **German**  
**HENDRIKS, MRS. P.**—B.Ed., Dipl. E.C.E.; **Early Childhood Education**  
**HESELGRAVE, B.**—B.Sc., Ed. Dipl.; **Accounting Systems**  
**HOLLICK-KENYON, T.**—B.A., B.S.W., M.S.W.; **Dean of Student Services and Registrar**  
**HUMPHRIES, DR. M.**—B.A., M.A., Ph.D.; **Psychology & Div. Chairman Social Sciences**  
**HUTCHINSON, MRS. P.**—B.Comm.; **Business & Coordinator**

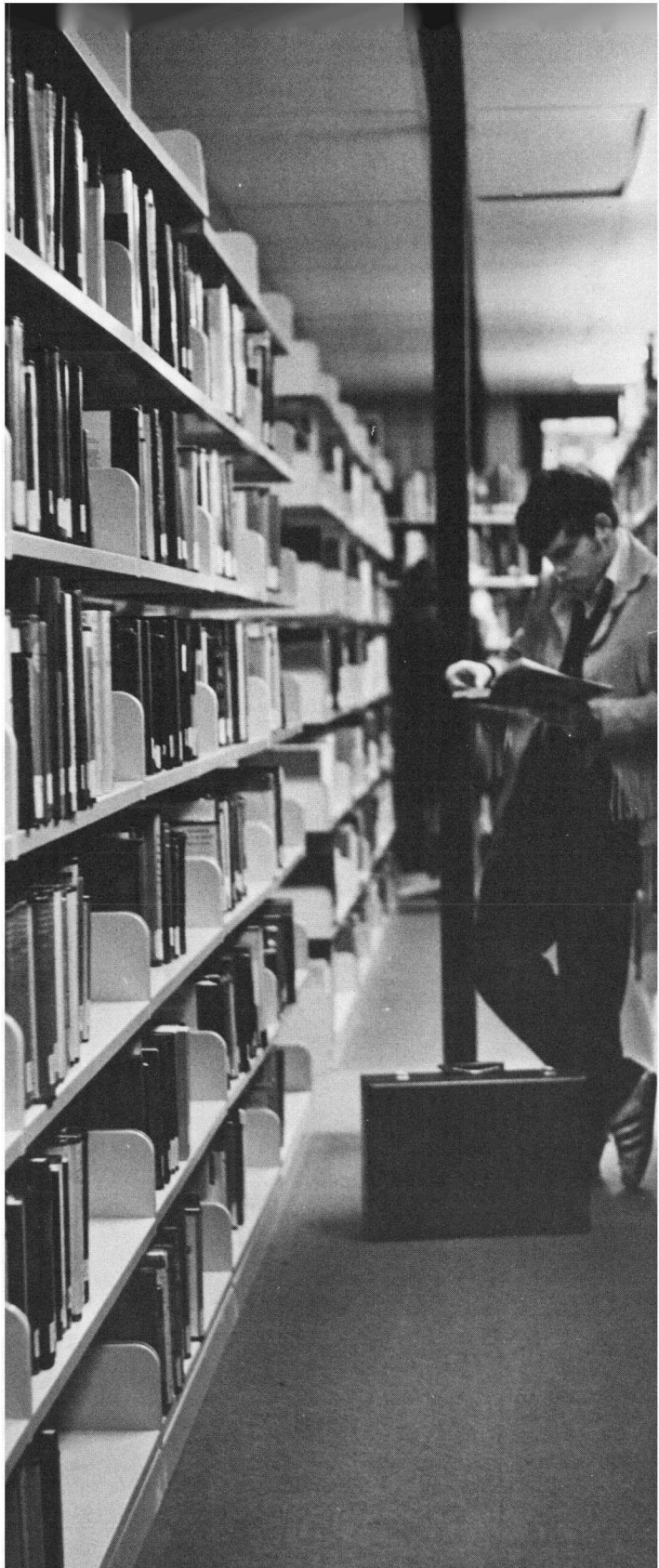
**INVERARITY, MISS M.**—Dipl. Prof. Modelling; **Fashion Merchandising**

**JOHNSON, T.**—B.Comm., M.B.A.; **Marketing**

**KAJIWARA, K.**—Dip. B.C. Voc.; **Electricity**  
**KAVIC, DR. L.**—B.A., M.A., Ph.D.; **History**  
**KEARNS, D.**—B.Sc., M.Sc.; **Biology**  
**KILIAN, C.**—B.A.; **English**  
**KIRCHNER, H. B.**—B.Ed.; **Assistant Dean—Career Programs**  
**KROHMAN, H. A.**—B.Ed., M.Ed.; **Technology**

**LEAVENS, L. R.**—B.S., M.B.A.; **Marketing**  
**LECOUTEUR, DR. P.**—B.Sc., M.Sc., Ph.D.; **Chemistry**  
**LEFLUFY, R. C.**—**Business Management**

**LAMARRE, MRS. M.**—B.A., M.A.; **Adviser & English**  
**LESKARD, S.**—Dipl. St. Martin's School of Art—  
 London; **Art & Coordinator**  
**LONES, S. P.**—B.A., M.A.; **Sociology**  
**LORIMER, D. A.**—B.A.; **History**  
**LOWY, MRS. B.**—B.A., B.Ed.; **French**  
  
**MARVIN, J.**—B.Sc., M.A; **Psychology**  
**MAWDSLEY, R L.**—B.Sc., M.Sc.; **Biology**  
**McDONALD, MRS. P. D.**—B.H.E., M.A.; **Early**  
**Childhood Education**  
**McGOWAN, R.**—Dip. of Tech.; **Data Processing**  
**McLARNON, J.**—B.Sc., M.Sc.; **Physics**  
**MEISEN, MRS. J.**—B.Sc., M.S.; **Mathematics**  
**MERRILL, DR. W. E.**—B.S., M.Ed., Ph.D.; **Geography**  
**MICHAELS, MRS. J. D.**—B.Sc., B.A., M.B.A.;  
**Business**  
**MITCHELL, MRS. S. L. S.**—B.A., M.A.; **Psychology**  
**MOLNAR, F.**—Dipl. Fine Arts; **Art**  
**MORIN, MISS B. R.**—Dipl. of Prof. Modelling; **Fashion**  
**Merchandising**  
  
**NEWTON, E.**—B.Voc.Ed.; **Business**  
**NYBERG, DR. D. B.**—B.A., M.Sc., Ph.D.; **Physics**  
  
**PAREIS, DR. E. M.**—B.Sc., Ph.D.; **Psychology**  
**POULSEN, MISS D.**—M.A.; **Anthropology**  
**POWELL, D. G.**—B.Sc., M.Sc.; **Mathematics**  
**PRIESTER, C. L.**—C.B.A., B.A., M. A.; **Business**  
**PRITCHARD, MRS. B.**—B.A.; **English**  
**PULLEN, S.**—Cert. Art Design; **Technology**  
  
**RAU, DR. J. L.**—B.S., M.Sc., Ph.D.; **Geology**  
**READ, DR. D.**—B.A., M.Sc., Ph.D.; **Chemistry & Div.**  
**Chairman Sciences**  
**REID, F.**—B.A., M.A.; **French & Coordinator**  
**ROSENBERG, MRS. A.**—B.A., M.A.; **Fine Arts**  
**RYAN, F. A.**—B.A.; **Philosophy**  
  
**SALTER, R.**—B.A.; **Sociology**  
**SANGUINETTI, MRS. S.**—B.A., M.A.; **Political Science**  
**& Coordinator**  
**SAYRE, J. E.**—B.S., B.A., M.A.; **Economics**  
**SCHERMBRUCKER, W. G.**—B.A., M.A.; **English &**  
**Div. Chairman Humanities**  
**SIAH, S. S.**—B.Sc., M.Sc.; **Mathematics**  
**SIEGRIST, B. G.**—**Adviser**  
**SIMS, W. S.**—B.Sc.; **Mathematics**  
**SLATER, N.**—Tech. Cert.; **Electronics**  
**SMITH, A. P. D.**—B.A., M.A.; **Assistant to Principal &**  
**History**  
**SMITH, MRS. C.**—B.Sc., M.Sc.; **Mathematics**  
**SUAREZ, R. T.**—B.F.A.; **Art**  
  
**TANGUAY, R.**—M.B.A.; **Human Relations**  
**TERRAL, J. L.**—B.A., M.A.; **English**—Leave of  
 Absence 1971/72  
**TILLEY, MRS. W.**—**Commerce**  
**TOMLINSON, A.**—B.A., M.Sc.; **Geology**  
  
**VEN HUIZEN, B. A.**—B.S., M.Sc.; **Biology**  
  
**WADE, DR. K.**—B.Sc., M.Sc., Ph.D.; **Biology**  
**WASHBURN, MRS. J.**—B.A., MA.; **Psychology**  
**WATERMAN, A. G.**—B.Sc., M.Sc.; **Mathematics &**  
**Coordinator**  
**WATTS, P. D.**—B. Comm., LLB.; **Business Law**  
**WINTEMUTE, MRS. J. P.**—B.A., M.A.; **Political**  
**Science**  
**WORMAN, MRS. E. R.**—B.A., Dipl. of Child Study;  
**Early Childhood Education**





# CAPILANO COLLEGE



## I A COMPREHENSIVE COMMUNITY COLLEGE

Capilano College is a community college serving the three school districts of North Vancouver, West Vancouver and Howe Sound. One of nine community colleges in British Columbia, it forms part of the provincial system of higher education.

The main complex of the College presently occupies the campus and facilities of the West Vancouver Secondary School afternoons and evenings from 4:00 p.m. to 10:30 p.m., Monday through Friday. At this location facilities include a "Student-Faculty" building, a Media Centre in two separate units, a science laboratory and an electronic learning laboratory. Day classes from 9:00 a.m. to 5:00 p.m., Monday through Friday, are held on a satellite campus at St. David's Church, Taylor Way and the Upper Levels Highway in West Vancouver and in the College classroom unit at Carson Graham Secondary School, North Vancouver from 9:00 a.m. to 10:30 p.m. Satellite campuses offering evening classes are located in Lynn Valley at the Argyle Secondary School, in Seymour Heights—Deep Cove at Seymour Heights United Church and in Squamish at the Howe Sound Secondary School. An Art Centre operates at 1801 Welch Street, North Vancouver.

When the site for a core campus is selected the College will plan the development of permanent facilities.

### History

Capilano College began as an idea on March 9, 1964, when the school boards of West and North Vancouver established a liaison committee to study the feasibility of a community college on the North Shore. The prime concern of the liaison committee was for unmet student learning needs, typically those of grade 12 graduates who needed post secondary education, either technical or academic, and those of adults in the community who wished to upgrade or enrich their education.

A feasibility study commissioned by the liaison committee recommended the establishment of a community college on the North Shore by September, 1968. Following publication of this study, the school boards of Howe Sound and Sechelt joined the two original boards to adopt the recommendation as a joint proposal of four boards. In January, 1966 permission was sought and eventually gained to hold a plebiscite in the four school districts upon the question of the establishment of a college to operate, in its initial years, in the facilities of West Vancouver Senior Secondary School. On March 7, 1968 the plebiscite succeeded in the school districts of West Vancouver, North Vancouver and Howe Sound. On April 22 the provincial Council of Public Instruction gave permission to the three boards to establish, operate and maintain a community college. Capilano College opened on schedule in September 1968.

## **Aims and Purposes**

Capilano College is a comprehensive, community educational facility offering a varied curriculum to the College District. It is a learner-centered institution with resources designed to assist the student in reaching his educational goals.

More specifically the College endeavours:

- a) To enable young adults to transfer to other institutions for a continuation of their formal education, or to pursue career programs leading to employment.
- b) To serve the adult community in upgrading of educational levels, and in providing for all, college programs for self enrichment.

The College offers:

A two year academic program of courses enabling transfer to universities.

One and two-year career programs leading to graduation from Capilano College or B.C.I.T. upon transfer from Capilano College.

General education courses not normally transferable.

A community service, non-credit program designed to meet the needs of the community through short courses, seminars, lectures and workshops.

## **College Government**

Capilano College government consists of the College Council and the various internal bodies composed of students, faculty and administration.

The College Council is established under the Public Schools Act of the Province and consists of members appointed by the Lieutenant-Governor in Council or by the Minister of Education and members appointed by the three district school boards. This Council of interested community citizens is responsible for the operation of the College.

The internal advisory system of organization that has developed is unusual for a post-secondary educational institution. It is a system representative of the students, faculty and administration. A joint executive group receives material and recommendations from various committees such as Student Services and Curriculum and Instruction. All bodies are broadly representative with student-faculty-administrative membership. Thus the plan provides for maximum interaction and communication among College groups.

### **College Council—1971**

W. J. Wallace, Chairman

G. B. Wilson, Vice-Chairman

J. F. Ellis

W. E. Lucas

T. J. MacDonald

W. V. Manson

N. Risebrough

### **Executive Officers**

A. H. Glenesk, Principal

L. D. G. Brooks, Dean of Instruction and Bursar

T. Hollick-Kenyon, Dean of Student Services and Registrar

H. B. Kirchner, Assistant Dean, Career Programs

A. P. D. Smith, Assistant to the Principal

### *General Office*



# 1971-72 COLLEGE CALENDAR

## FALL TERM 1971

*Special Note:* Career program applicants — see career program description for application deadlines.

---

- |                            |   |
|----------------------------|---|
| Aug. 1 (Sun)               | Academic year begins.   |
| Aug. 2 - 6<br>(M - F)      | Faculty orientation for pre-registration interviews.  |
| Aug. 9 (M)<br>—26 (Th)     | Pre-registration interviews for new and returning students—2:00 to 10:00 p.m. Mondays to Thursdays.               |
| Aug. 16 (M)                | Deadline for submission of petitions for re-admission to the 1971 Fall Term.                                      |
| Aug. 27 (F)                | Registration and payment of all fees for all <i>former</i> students not already registered—1:00 p.m. to 9:00 p.m. |
| Aug. 30 (M)                | First day of Fall Term.   |
| Aug. 30 (M)<br>and 31 (Tu) | Registration and payment of fees for all <i>new</i> students not already registered—1:00 p.m. to 9:00 p.m.        |



- Aug. 31 (Tu) Orientation for all incoming students. Registration week ends.
- Sept. 1 (W) Classes commence. Late Registration fees in effect. First day for course and section changes.
- Sept. 6 (M) Labour Day. College closed.
- Sept. 14 (Tu) Last day to receive 80% refund of fees.
- Sept. 15 (W) Last day for course and section changes. Last day for late registration. 10:00 p.m.
- Sept. 28 (Tu) Last day to receive 50% refund of fees — 10:00 p.m.  
No further refunds granted.
- Oct. 11 (M) Thanksgiving Day. College closed.
- Oct. 26 (Tu) Deadline for submission of Mid-term grades.
- Oct. 29, 30 & 31 (F, Sat, Sun) Student Society Fall Term Retreat.
- Nov. 1 - 5 (M - F) Faculty Advisement Week. Classes continue as usual.

*College Administration Building*



Nov. 10 (W)	Last day to officially withdraw from classes without incurring an "F" grade.
Nov. 11 (Th)	Remembrance Day. College closed.
Nov. 12 (F)	Last day for submission of new courses or programs.
Nov. 15 (M)	Pre-registration for Spring Term begins.
Dec. 1 (W)	Deadline for submission of petitions for re-admission to 1972 Spring Term.
Dec. 17 (F)	Last day of classes.
Dec. 21 (Tu)	Deadline for submission of Fall Term grades to Student Services Centre.
Dec. 25 (Sat)	Christmas Day. College closed.
Dec. 26 (Sun)	Boxing Day. College closed.
Dec. 27 (M)	College closed.
Dec. 31 (F)	Last day of Fall Term.

#### **SPRING TERM 1972**

Jan. 1 (Sat)	First day of Spring Term.
Jan. 6 (Th)	Registration and payment of fees of all students, not already registered, with the following surname: M - S 1:00 p.m. to 4:00 p.m.; T - Z 6:00 p.m. to 9:00 p.m.
Jan. 7 (F)	Registration and payment of fees of all students, not already registered, with the following surname: A - G 1:00 p.m. to 4:00 p.m.; H - L 6:00 p.m. to 9:00 p.m. Deadline for appealing 1971 Fall Term grades — 5:00 p.m.
Jan. 10 (M)	Classes commence. Late registration fees in effect. First day for course and section changes.
Jan. 24 (M)	Last day to receive 80% refund of fees.
Jan. 25 (Tu)	Last day for course and section changes. Last day for late registration — 10:00 p.m.
Feb. 7 (M)	Last day to receive 50% of refund of fees. No further refunds granted.
Mar. 2 (Th)	Deadline for submission of academic mid-term grades.
Mar. 6 - 10 (M - F)	Faculty Advisement Week. Classes continue as usual. Spring vacation for students in B.C.I.T. programs.

Mar. 15 (W)	Deadline for submission of B.C.I.T. program mid-term grades.
Mar. 17 (F)	Last day to withdraw from academic classes without incurring an "F" grade.
March 24 (F)	Pre-registration for 1972 Summer and Fall terms begins.
March 30 (Th)	Last day to withdraw from B.C.I.T. program classes without incurring an "F" grade.
March 31 (F)	Good Friday. College closed.
April 3 (M)	Easter Monday. College closed.
April 4 (Tu)	Deadline for submission of petitions for re-admission to 1972 Summer Term.
April 27 (Th)	Last day of academic classes.
May 2 (Tu)	Deadline for submission of all academic grades. Last day of Spring Term.
May 15 (M)	Deadline for appealing 1972 Spring Term academic grades.
May 19 (F)	Last day of B.C.I.T. classes.
May 23 (Tu)	Deadline for submission of B.C.I.T. grades.
June 5 (M)	Deadline for appealing 1972 Spring Term B.C.I.T. grades.

### **SUMMER TERM 1972**

#### **(Subject to change)**

May 15 (M)	Registration and payment of fees for all students.
May 16 (Tu)	Classes commence. Late registration fees in effect. First day for course and section changes.
May 19 (F)	Last day for course and section changes. Last day for late registration 5:00 p.m.
May 23 (Tu)	Victoria Day—College closed.
May 24 (W)	Last day to receive 80% refund of fees.
May 31 (W)	Last day to receive 50% refund of fees. No further refunds granted.
June 7 (W)	Deadline for submission of mid-term grades.
June 14 (W)	Last day to withdraw from classes without incurring an "F" grade.
June 29 (Th)	Last day of classes.



*Media Centre Study Areas*



# **ADMISSION INFORMATION**

## II ADMISSION INFORMATION

### ADMISSION REQUIREMENTS

Capilano College is operated primarily for residents of the three School Districts of Howe Sound, West Vancouver and North Vancouver, which comprise the College District.

#### Residence Requirements

A resident is defined as:

1. Any person under 19 years of age on the first day of the current term who is a dependent of parents or guardians who have resided in the College District for at least four months prior to the first day of the current term being applied for.
2. Any person under 19 years of age residing outside the College District on the first day of the current term whose parents or guardians are currently paying school taxes in the College District.
3. Any person 19 years of age or over on the first day of the current term who has been a resident of the College District for at least four months prior to the first day of the current term being applied for.
4. Any person who attended a Secondary School in the College District (as defined above) and who, within one school year of the date of application to the College:
  - a. achieved a complete Grade 12 graduation, or
  - b. is not deficient in more than two courses required for minimum secondary graduation.
5. Any person who is registered as a career program student.
6. Any student who resides in a British Columbia College District with which there is a reciprocal arrangement to waive non-resident fees.

Students not able to qualify as residents (as defined above) are classified as non-residents and are required to pay a non-resident tuition fee.

Residents have priority of admission to all College classes. The resident status of a student is established prior to registration. The responsibility for registering under correct resident status and for reporting all changes in resident status is the responsibility of the student. A student who falsifies resident status is subject to suspension.

A student whose resident status is in question will be required to provide documentary evidence (such as an affidavit of residency) or other proof to obtain entrance as a resident.

## **Students From Other Countries**

A student from outside Canada must present proper documentation (Imm. #1000) indicating that he is a Landed Immigrant in Canada before his Application for Admission will be considered. Application for Admission on a student visa originating from outside Canada will not be accepted.

A student from a country where English is not the common language must satisfy the Registrar that his knowledge of English is sufficient to permit the successful pursuit of his studies.

Capilano College is not prepared to engage in extensive correspondence with students who reside outside the College District in order to determine an applicant's eligibility for admission.

## **Limitation of Enrolment**

The College reserves the right to limit enrolment and to limit the registration in, or to cancel or revise, any of the courses listed.

## **ELIGIBILITY FOR ADMISSION**

Capilano College will consider for admission:

- a) B.C. Secondary School graduates or students with equivalent standing.
- b) Persons over 19 years of age who in the opinion of the Registrar are capable of profiting from instruction.
- c) Grade XII students from B.C. Secondary Schools who are within one or two courses of completion of secondary school graduation.
- d) Secondary school students of the College District who are capable of profiting from instruction at the College level and who have the written recommendation of their school principal.

A College Admissions Committee of students and faculty will deal with special cases.

## **FINANCIAL INFORMATION**

### **Tuition Fees**

All term fees must be paid in full at the time of registration. Post-dated cheques will not be accepted.

Fees are not transferable from one term to another.

### **Resident Tuition Fees**

Per course —\$20.00 per term.

Maximum tuition fee—\$100.00 per term.

N.B. Math 130, 131,  
132 or 140—

Per course —\$12.00 per term.

### **Non-Resident Tuition Fees**

Per course —\$55.00 per term.  
Maximum tuition fee—\$275.00 per term.  
N.B. Math 130, 131,  
132 or 140—  
Per course. —\$37.00 per term.

### **Student Society Fee (normally non-refundable)**

\$2.00 per course to a maximum of \$10.00.

### **Late Registration**

\$5.00 per course per term to a maximum of \$25.00.

### **Special Fees**

Career courses may require an assessment for supplies or special activity. Students should be aware of such requirements.

Students whose fees will be paid by agencies (other than Government Scholarships) are required to present a letter to this effect at registration.

### **Travel Assistance—Howe Sound Students**

Commencing in September 1971, the Howe Sound School District will provide financial assistance to resident students attending four or more Capilano College courses offered outside that district. The financial assistance will be in the form of a travel allowance of \$40.00 per month.

Students should apply for the allowance at the Student Services Centre.

### **Refunds**

1. Late fees are refundable only when a course is cancelled.
2. A complete refund of fees is made when courses or programs are cancelled.
3. Refunds may be granted to a student on the basis of a complete or partial official withdrawal (see scale below.)
4. Students who Register Early and withdraw before the first day of classes will receive an 80% refund of fees.

### **Scale of Withdrawal Refunds**

(See College Calendar for specific dates)

- a) 80% of tuition fees from the date classes commence until 14 days later, inclusive of both dates.
- b) 50% of tuition fees from the day following the last day specified in (a) until 14 days later, inclusive of both dates.
- c) From the day following the last day specified in (b) until the end of the term, no refund will be granted.

## Estimated Expenses

Students entering Capilano College for the first time should have sufficient funds to cover the expenses of a four month term. A student carrying a full course load and living at home would require approximately \$310.00 to meet the out-of-pocket expenses of a four month term or \$620.00 for an equivalent academic year of two terms.

The cost per term for a full-time student may be estimated as follows:

Tuition fees .....	\$100.00
Student Society fees .....	10.00
Books and supplies .....	60.00
Local transportation .....	40.00
Miscellaneous expenses .....	100.00
	<hr/>
	\$310.00

N.B. The above does *NOT* include room and board.

## ADMISSION POLICY AND PROCEDURES

General — Capilano College has an “Open Door” policy and admits all B.C. Secondary School graduates, or persons over 19 years of age who are capable of profiting from instruction in the College. (See also “Eligibility for Admission” on page 17).

Special — Any prospective student who does not meet the above criteria should consult an Adviser in the Student Services Centre for further clarification.

### 1. Application for Admission

Applications and a calendar may be obtained by contacting the Student Services Centre (926-5551) or by writing to 1770 Mathers Avenue, West Vancouver, B.C.

### 2. Transcripts

Secondary School graduates and college or university students should submit or arrange for the submission of all official transcripts with their applications to avoid delays in processing.

### 3. Pre-Registration Interviews for New Students

All new students are required to have an interview at the Student Services Centre prior to admission to the College. Appointments are available between 10:00 a.m. and 9:00 p.m., Mondays to Thursdays and from 9:00 a.m. to 5:00 p.m. on Fridays at the Student Services Centre.

In addition to the above, special periods of pre-registration interviews are scheduled as follows for the 1971 Fall Term: August 9 - 26, 2:00 p.m. to 10:00 p.m. Monday - Thursday.

Students planning to enter the Art, Private Music Teacher Education and Early Childhood Education Programs are required to arrange an interview with the person in charge of the program.

When the admission process is completed, the student will receive a Registration Notification Card.

#### 4. Completing Registration

Upon receipt of the Registration Notification Card, the student may register, file his registration packet, pay fees, and receive a Student Identification Card by following the procedure outlined on the Registration Notification Card. Early registrants receive priority in scheduling timetables.

#### 5. Returning Students

Returning students may register early for Fall and Spring Terms at the Student Services Centre upon receipt of their Registration Notification Card.

#### 6. Mail or Telephone Registration

All students who have received their Registration Notification Cards may register early by phone (926-5551) or mail. Telephone or mail registrations are held for one week pending payment of the necessary fees. If no payment is received within one week, the early registration is automatically cancelled, and no record is kept of the transaction.

#### 7. Registration Days

New students must present their Registration Notification Cards to enter the Registration Hall. Former students must present their last Statement of Grades to enter the Registration Hall.

Students who do *not* register early may still register in the Registration Hall (Small Gym — West Vancouver Senior Secondary School) on the following schedule (determined by the first letter of the student's surname):

### Registration Problem Solving



**1971 Fall Term:**

All former students—Aug. 27/71 A-G 1:00—3:00 p.m.  
H-L 3:00—5:00 p.m.  
M-S 6:00—8:00 p.m.  
T-Z 8:00—9:00 p.m.

All new students —Aug. 30/71 A-G 1:00—4:00 p.m.  
H-L 6:00—9:00 p.m.  
Aug. 31/71 M-S 1:00—4:00 p.m.  
T-Z 6:00—9:00 p.m.

**1972 Spring Term:**

All students

January 6: M-S 1:00 - 4:00 p.m.; T-Z 6:00 - 9:00 p.m.  
January 7: A-G 1:00 - 4:00 p.m.; H-L 6:00 - 9:00 p.m.

8. Enrolment in some career programs may be curtailed due to space or equipment limitations.

Applications for admission to the Career Programs for the 1971-72 academic year should be filed no later than August 16, 1971.

**SQUAMISH CENTRE**

Students attending classes in Squamish should note these dates:

**1971 Fall Term:**

Pre-registration interviews: Tuesday, August 31, 3:00—9:00 p.m.

Registration: Wednesday, Sept. 8, 7:00—9:00 p.m.

Classes commence: Monday, Sept. 13.

Location: Howe Sound Secondary School.

**1972 Spring Term:**

Pre-registration interviews: Wednesday, January 5, 7:00—9:00 p.m.

Registration: Monday, January 17, 7:00—9:00 p.m.

Classes commence: Wednesday, January 19.

Location: Howe Sound Secondary School.

Information may be obtained from the Director of Adult Education, Box 250, Squamish, B.C. Phone 892-5228. Course offerings will be limited and subject to sufficient enrolment.





# **ACADEMIC INFORMATION**

### III ACADEMIC INFORMATION

#### THE ACADEMIC YEAR

The Academic Year is divided into three terms—Fall, Spring and Summer. A course pursued progressively for two terms normally constitutes an academic year in that subject. The Summer Term is normally a two month concentrated session.

#### COLLEGE CERTIFICATE

A certificate will be awarded to a student who completes the requirements of a prescribed two-term Career Program or its equivalent, provided that he has earned at least three credit hours in English and has a Grade Point Average of 2.00 or better.

#### ASSOCIATE IN ARTS AND SCIENCE DIPLOMA

A student who has completed the requirements of any four term College program may receive an Associate in Arts and Science Diploma, provided he has fulfilled the following conditions:

He must have completed at least sixty credit hours of work or its equivalent, including the requirements listed below.

The last thirty credit hours must be completed at Capilano College.

The student must have a Grade Point Average of 2.00 determined from his sixty best credit hours, and he must have completed the requirements of the program in which he is enrolled.

In addition to the above, he must have earned three credit hours in English, plus six credit hours made up of one course each from any two of the three following lists:

<b>List A</b>	<b>List B</b>	<b>List C</b>
Biology	Economics	Art
Chemistry	Geography	English Literature
Mathematics	Political Science	Fine Arts
Physics	Psychology	Modern Languages
Geology	Sociology	Music
General Studies	Anthropology	History
Science	General Studies	Philosophy
	Social Science	

Every candidate for a certificate or diploma must make formal application through the Student Services Centre where special forms are available.

#### CREDIT HOURS

A credit hour normally represents one hour per week of classroom work per term. This does not apply to Math 130, 131, 132 and 140. Most courses offered are three credit hour courses. As such they would require three class hours per week and may, in addition, require laboratories, seminars or tutorials.

## **STATUS OF STUDENTS ACCORDING TO PROGRAM**

**Full-time College Student**—A full-time College student is one who is enrolled in at least fifteen credit hours of Academic courses, or one who is enrolled in a full Career Program.

**Part-time College student**—All other students.

During the Fall and Spring Terms, no student may take more than fifteen credit hours of academic courses or more than the full requirement of a Career Program without special permission from the Dean of Student Services. Special regulations apply to the Summer Term.

## **ATTENDANCE**

Students are expected to attend all classes in which they are registered. Irregular attendance may result in suspension from class. Since evaluation of a student's progress in any course is cumulative, based on class assignments and participation, as well as on examinations, regular attendance is essential for success. A medical certificate may be required in case of repeated or prolonged absenteeism.

Students absent from class because of prolonged illness are advised to consult the Student Service Centre immediately. If illness prevents a student from writing a final examination, an Instructor may, at his discretion, assign a grade or grant a deferred examination. In such cases, a physician's certificate must be submitted to the Student Services Centre within one week of the date of the examination.

## **STUDENT IDENTIFICATION CARDS**

In the event of the loss of a Student Identification Card, a duplicate may be obtained from the Student Services Centre upon application and the payment of one dollar. Students receive Identification Cards at registration. These are used as library cards and should be carried by all students in attendance.

### *Student-Faculty Communication*



## MID-TERM WARNINGS

Students are notified by their instructors at the middle of each term, if they are receiving an unsatisfactory grade. They are advised to contact their Instructor and an Adviser in the Student Services Centre for assistance.

## GRADING

Capilano College uses the following categories of grading and recording.

Letter Grade	Meaning	Grade Points
A	Superior	4
B	Above Average	3
C	Satisfactory	2
D	Minimal Pass	1
F	Failed	0
I	Incomplete	0*
W	Withdrawn	0*

\* Not calculated in Grade Point Average.

### Grade Point Average (G.P.A.)

Grade Point Averages are reported on each Permanent Student Record. The G.P.A. is the sum of the grade point hours earned in the term divided by the number of credit hours taken which are applicable to the Grade Point computation.

### Statement of Grades

A Statement of Grades is mailed to students at the end of each term. Grades will not be released to students prior to the mailing date and time. All obligations relating to fees, library books or fines, rentals, loans, or borrowed equipment must be met before any statement of grades, transcripts, certificate or diploma will be released.

Machine errors and omissions in the Statement of Grades should be reported immediately in person or in writing to the Student Services Centre. The student's most recent Statement of Grades will admit him to Registration for his next term.

If a course is repeated, the previous grade will remain on the student's Permanent Student Record; however, only the higher grade will be included in his cumulative G.P.A.

### Appeal of Final Grades

If a student wishes to appeal a final grade, his request must be submitted in writing to the Dean of Student Services. Appeals by proxy will not be considered. A letter of appeal must state the grounds of appeal. All appeals must be accompanied by a fee of five dollars for each course in which re-assessment is sought. Appeals, with the appeal fee, must be received by the Dean of Student Services in the Student Services Centre not later than the following appeal deadlines:

Fall Term: January 7, 1972—5:00 p.m.

Spring Term:

Academic Courses: May 15, 1972—10:00 p.m.

B.C.I.T. Courses: June 5, 1972—10:00 p.m.

Appeals are reviewed by an Appeals Committee consisting of representatives of faculty and students, and in each case all the work of the term, including the final examination, is taken into consideration. The student will be informed in writing of the Committee's decision. If the mark is changed, the five dollar fee will be refunded; otherwise, it will be retained.

Appeals will not be considered unless the above procedure is followed.

Machine errors and omissions in the statement of grades will be corrected as soon as identified, without appeal or cost to the student.

## **ACADEMIC RECORD AND OFFICIAL TRANSCRIPT**

The Student Services Centre maintains a permanent record of each student's courses, credits, and grades. Only a laminated copy bearing the signature of the Registrar, or his authorized representative, constitutes an official transcript. Official transcripts are available at the Student Services Centre upon completion of a Transcript Order Form and payment of a fee of 25 cents per transcript. Transcripts are issued only at the request of the student or of appropriate agencies or officials.

Information on the Permanent Student Record is not released to outside agencies or other persons without the consent of the student.

## **SCHOLASTIC PROBATION**

A student who has not maintained a scholastic standard acceptable to the College is subject to Scholastic Probation.

- a) Scholastic Probation Regulations apply to any student after he has attempted a total of nine hours of credit at Capilano College (or the equivalent number of credits on a non-academic program.)
- b) A student is placed on Scholastic Probation at the end of any term in which his Grade Point Average is 1.50 or less.
- c) A student placed on Scholastic Probation is notified by letter at the end of the term, and his Permanent Student Record is labelled accordingly.
- d) During the first term of Scholastic Probation, the student is expected to achieve a Grade Point Average of over 1.50. The average is calculated on work done in the probation term only; it is not cumulative. If he succeeds, he is released from Scholastic Probation, and this is noted on his Permanent Student Record. If he does not succeed, he is required to withdraw.
- e) A student whose Grade Point Average in any term is .50 or less is automatically required to withdraw from the College at the end of that term.

- f) If a student who has withdrawn elects to continue the same program, he may not petition for reinstatement for at least two terms, except under special circumstances, and if reinstated, may not assume a full course load in his first term without special permission from the Dean of Student Services. If a disqualified student elects to follow an alternate program, he may petition for reinstatement in the first term in which entry into that program is practicable.
- g) A disqualified student may be reinstated on Scholastic Probation for only one term through petition to the Admissions Committee. The petition must be filed on or before the deadline before registration in the term he wishes or is entitled to attend. In general, such petitions will be granted only if the student can show the Admissions Committee that the conditions which led to his previous failure have now been removed and/or that he proposes a change of program in which he has better prospects of success and that satisfactory provision for continuing consultation with an Adviser can be made.

In the event that a student, through change of program, elects to return immediately after disqualification, the requirement to petition will be waived, provided that the purposes of the petition can be achieved through consultation with the Dean of Student Services. Such students are also placed on Scholastic Probation.

- h) A reinstated student must achieve a Grade Point Average of over 1.50 in the first term or he is again disqualified and the same conditions for re-entry are applicable.
- i) While on Scholastic Probation a student shall be assigned to an Adviser. He is expected to report regularly to discuss his program.
- j) Work done by the student at another institution during a period of disqualification will be accepted on its merits.
- k) While on Scholastic Probation a student may not represent his College or the students in College affairs, or hold any office in the College organization.
- l) Students entering Capilano College from other universities or colleges whose Grade Point Average (or equivalent) is below the Scholastic Probation level (as outlined above) are placed on Scholastic Probation at the point of admission, and all Scholastic Probation regulations as outlined above apply.

## **REPEATING A COURSE**

Courses may be repeated for the purpose of raising grades. Credit will be granted for the course receiving the higher grade.

## **AUDITING**

A person may attend any class session as an auditor, provided he has permission from the instructor in advance. This privilege does not extend to science labs or any courses requiring the use of machinery or materials. An auditor is not registered, does not sit examinations, and does not receive credit.

## **COURSE CREDITS**

A student will receive credit only for the courses and sections in which he is OFFICIALLY registered according to the records in the Student Service Centre.

## **PERMANENT STUDENT NUMBER**

The permanent student number assigned when a student first applies for admission remains unchanged throughout his College career unless his name is changed at a later date. This number controls all student records, Statements of Grades, etc., and the Student Identification Card.

## **CHANGE OF NAME OR ADDRESS**

It is the responsibility of the student to inform the Student Services Centre of any changes in name, address or phone number from the information provided on the application form. Students wishing to receive their grades at an address different from their home or term address may do so by contacting the Student Services Centre.

## **COURSE OR SECTION CHANGES**

A change must be submitted to the Student Services Centre. A course change requires the signature of an Adviser. A change will be permitted only during the periods indicated below:

### **1971 Fall Term**

September 1st to 15th (10:00 p.m.)

### **1972 Spring Term**

January 10th to 25th (10:00 p.m.)

### **Procedure to Follow When Making a Course Change**

Consult the Instructor of the course involved in the change; fill out a Change of Course or Section form and submit it to the Student Services Centre. A section change within a course does *not* require an Adviser's signature, but is subject to available space in that section.

## **WITHDRAWAL**

Students must withdraw officially through the Student Services Centre; otherwise an "F" grade results. Students may drop one or more courses without academic penalty at any time before 10:00 p.m. November 10 (Fall Term) 5:00 p.m. March 17 or 10:00 p.m. March 30 (B.C.I.T. programs) (Spring Term).

### **Procedure to Withdraw From a Course**

1. See your instructor.
2. Complete the necessary documentation at the Student Services Centre.
3. Have an Adviser and your instructor sign the necessary forms.

## **TRANSFER TO AND FROM OTHER INSTITUTIONS**

Students who enter Capilano College on an academic transfer program and anticipate transfer to another educational institution should consult the Registrar of that institution prior to registering at Capilano. The transferability of courses taken at Capilano College is determined by the institution to which the student transfers. Students planning to transfer to another institution should also discuss their plans with a College Adviser, bearing in mind that the responsibility for final choice of course or programs remains with the student. The Student Services Centre maintains an extensive library of calendars of other post-secondary institutions for the use of students and faculty.

### **B.C. Colleges**

There is an agreement among all public B.C. Colleges to accept each others credits upon transfer, if applicable to a program given at the admitting college.

### **B.C.I.T.**

Students may enrol for the first year at Capilano College prior to transfer to B.C.I.T. in order to complete a two year diploma in certain programs.

## **TRANSFER CREDIT**

Transfer credits are credits granted to students on admission for acceptable work done at another institution; the transfer credits reduce the total number of credits which are required at Capilano College for a certificate or diploma. Students wishing transfer credit should present suitable documentation to the Student Services Centre for adjudication by the appropriate faculty.

## **ADVANCE STANDING**

Advance standing is standing to a certain level in a subject area granted to students on admission. The faculty concerned examine the applicant's previous work or ask him to take an examination which places him at a certain level in the sequence of courses. No credit is given for levels below the standing granted.

## **EXEMPTION STANDING—CAREER STUDENTS**

Students enrolling in a Career Program may be exempted from certain courses within the program upon the successful demonstration of acquired skills and knowledge in specific course areas. Such exemption standing will be noted on the Permanent Student Record.



Students granted such exemptions will have their total course load reduced by the number of exempted credit hours to the maximum of six credit hours per academic year without effect upon the status of the Certificate or Diploma in the particular program. Such exempted credit hours are not necessarily transferable to other institutions.



*Student Library Help*

**GENERAL  
INFORMATION  
FOR  
STUDENTS**

## **IV GENERAL INFORMATION FOR STUDENTS**

### **RESPONSIBILITIES**

It is the student's responsibility to acquaint himself with the rules and regulations contained in this calendar and in the bulletins issued by the College. Bulletins detailing new information and College procedures are posted on the official College Notice Board situated on the main floor of the Student-Faculty Building.

Because of the unusual physical situation of the College in utilizing areas of the West Vancouver Senior Secondary School, students have a responsibility to cooperate with the teachers and staff of the secondary school. Students are requested specifically to keep out of secondary school areas until at least 3:45 p.m. each College day.

Students who are registered in a full program at Capilano College are strongly advised not to accept excessive outside employment, if they wish to achieve satisfactory standing at the College.

### **STUDENT SERVICES CENTRE**

The Student Services Centre is located on the main floor of the Student-Faculty Building. The Dean of Student Services and a staff of trained Advisers work closely with students on a great variety of problems of personal or social adjustment and of vocational guidance. Educational planning is done in conjunction with faculty advisers. A student requiring any kind of assistance should feel free to make use of the resources of the Centre.

The Student Services Centre provides the following services to the College, students, and community:

#### **Relations With Secondary Schools**

Students currently attending senior secondary schools in the College District may have pre-admission interviews in their schools before applying for admission to Capilano College. Students are advised to contact their counsellors for specific information.

Regular visits in the Spring of 1972 are made to all schools enrolling Grade 12 students in the College District.

#### **Admission Services**

(See Admission requirements above.)

#### **Information Services**

The Student Services Centre provides three general types of information for College Students:

- a) Career information.
- b) Information regarding the policies and admission regulations of potential transfer institutions.
- c) Information and assistance concerning Capilano College philosophy and procedure.



### *Student Services Centre Counselling*

#### **Guidance and Advice**

Students are encouraged to seek guidance from an Adviser in any of the following areas:

- a) The selection of an educational program.
- b) Financial aid.
- c) The challenge of achieving a satisfactory academic performance in college.
- d) Concerns about transfer.
- e) Clarification of vocational goals.
- f) Personal matters.
- g) Job placement information.

#### **Student Records**

All student records, housed in the Student Services Centre, are confidential, but a student's own registration file is open to him.

#### **Housing**

Any students at Capilano College requiring housing near the Campus may obtain information about available lodging from the Student Services Centre.

#### **Student Employment**

The Student Services Centre maintains a close liaison with the North Vancouver office of Canada Manpower for students desiring full or part-time employment. A central employment bureau is also maintained in the Centre for students wishing to obtain part-time employment while enrolled at Capilano College.

### **Student Activity**

The Dean of Student Services acts in an advisory capacity to student groups interested in promoting extra-curricular activities. Capilano College adopts an innovative and experimental philosophy in its approach to student activities believing these should emanate from needs expressed by the student body itself. Students participate extensively on a joint basis with Faculty and Administration in the life of the College.

Students interested in new types of student activity are encouraged to contact the Dean to initiate planning and organization.

### **Orientation Day**

Orientation Day, a special program designed to inform new and returning students, is held at the beginning of each Fall term.

The 1971 Orientation Day will be held on Tuesday, August 31, 1971 at 8:00 p.m. in the College Auditorium of the West Vancouver Senior Secondary School. All students should be in attendance.

## **MEDIA CENTRE**

The Media Centre is an important part of the instructional program of the College. It includes both print and audiovisual materials. Over 25,000 books and 600 current periodicals, along with growing record and tape, film loop, slide, and film strip collections are available. Students have full access to these materials and services upon presentation of an up-to-date student card. Residents of the College district may make use of the Media Centre resources, and, upon filling out a community member's card, may sign out material not in immediate demand by College students.

The Media Centre is in four main locations:

1. **THE MAIN LIBRARY BUILDING** is immediately to the east of the Secondary School. All books and pamphlets, including reference and reserve materials, are located here. Records of all Media Centre holdings are available in this building. A fully qualified librarian is on duty to help students locate materials and to answer reference questions. A number of study carrels are available for student use.
2. **THE MEDIA CENTRE ANNEX** is attached to the north of the Secondary School Library. The Annex contains the current issues of periodicals, back issues which are on microforms (microfilm and microfiche), visual non-print materials, 35 mm slides, film strips, films, and film loops. Slide and 8 mm film production, and transparency making are available. A number of study carrels are located here.
3. **THE MEDIA LAB** is located to the south of the Main Library Building. It is the centre of recorded sound for the College and contains a collection of tapes and records in such fields as music, speech, foreign languages, literature and the social sciences. The Lab is equipped with program sources, receiving equipment, and equipment for videotape production.

4. ROOM 53 contains unbound issues of periodicals. Periodical indexes for these are in the Main Library Building.

A handbook explaining the use of the Media Centre is available in all locations.

## **CAP CENTRE**

C A P Centre (College Assistance Program) operates on a drop-in basis as a service for students. The purpose of the Centre is to help students acquire necessary skills in order to benefit as much as possible from their college experience. Faculty are available to assist students and to advise on budgeting of time, college orientation, personal problems and study skills.

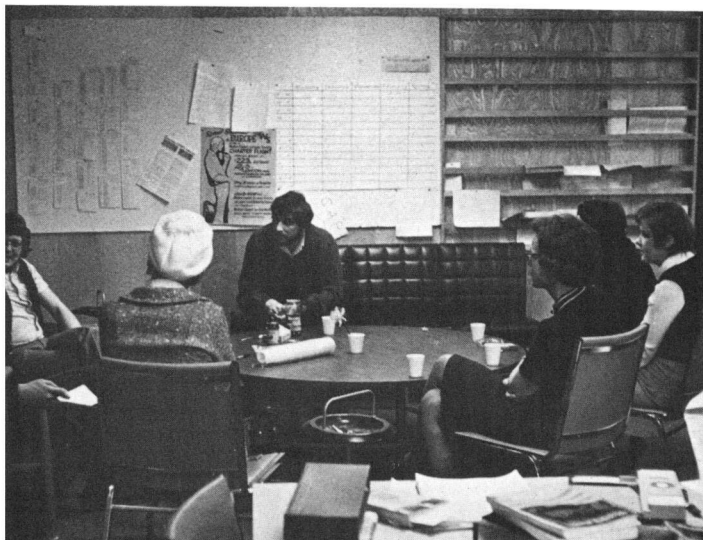
## **STUDENT LOUNGE**

Student Lounge facilities, along with Food Services, are located in the West Vancouver Senior Secondary School Cafeteria.

## **BOOKSTORE**

A bookstore is situated in Portable A at the west side of the Mathers Campus. Text books, general books and supplementary educational supplies are sold. The store caters especially to Capilano College students, but is also open to Secondary School students and to the general public.

*CAP Centre*



## **PARKING**

Because parking space on the main College campus of the West Vancouver Senior Secondary School is extremely limited, student parking is primarily street parking.

Students are therefore urged to respect the access rights of neighbouring homes and are reminded that they are personally responsible for any traffic violations that may occur. The College is not responsible for car infractions due to crowded conditions of the local streets. Students are responsible for all towing charges and fines incurred in street parking or in restricted areas on the College grounds. Parking facilities at all other College locations are adequate.

## **STUDENT STUDY AREAS**

Student study areas are provided in the Media Centre buildings and in the secondary school library at the Mathers Campus and at the St. David's and Carson Graham campuses.

## **STUDENT SOCIETY**

The students of the College elect an Executive Council which governs student affairs.

The Executive Council is one of the means through which students contribute to the development and operation of internal College government. The Executive Council appoints student members to the various committees in the structure of College government. A Student Society fee set by the Society as outlined under the financial information in this Calendar finances the various activities under the student Executive Council.

*Faculty—Student Site Meeting*





## SCHOLARSHIPS, BURSARIES, LOANS

All application forms, information about various kinds of financial assistance and the correct procedure for application are available in the Student Services Centre.

### Scholarships

#### *Bralorne Can-Fer Resources Limited Scholarships*

Bralorne Can-Fer Resources Limited offers annually to sons or daughters of employees graduating from Grade XII or Grade XIII several scholarships of \$150 each. These scholarships will be awarded to promising and deserving students continuing their studies beyond the high school level at the University or some other educational institution providing post-secondary education.

Applicants who wish to be considered must complete the General Application Form which may be obtained from the University of British Columbia. This application form must give details of the applicant's proposed plans for study and should be forwarded to President Walter H. Gage, University of B.C., Vancouver 8, B.C., not later than May 31, 1971. Awards will be made only to candidates whose proposed plans of study and whose standings are sufficiently satisfactory.

#### *Capilano College Foundation Scholarships*

The Capilano College Foundation was founded in order to foster community interest in promoting higher education and training among those capable of profiting from it. It acts as both a recipient and a raiser of funds in order to assist in defraying expenses of worthy students of Capilano College and to grant monies and other assets to the College.

The Charter Members consist of interested citizens who have accepted the invitation of the College to represent the interests of the donors and benefactors. Foundation membership is open to any individual, firm, or organization.

The Executive Committee includes faculty and student representatives.

In the 1971-72 academic years the Capilano College Foundation has made available to the College the following scholarships:

- a) Six \$100 scholarships for 1st year full-time students based on first semester standing. Application deadline: January 17, 1972.
- b) Two \$200 scholarships for 2nd year full-time students based on 1st year standing. Application deadline: August 16, 1971.

Further information about these scholarships is available in the Student Services Centre.

#### *The Samuel Patrick Cromie—Pacific Press Credit Union Memorial Scholarship*

This \$400 scholarship is offered annually in competition to Grade XII students who, in the fall, will attend a

university or college in a full year's program leading to a degree in any field or the B.C. Institute of Technology in a full year's program leading to a diploma of technology in any field.

To be eligible a candidate must be the son, daughter or legal ward of a member of the Pacific Press Credit Union who, by August 15th, has been a member for at least twelve consecutive months and an employee of the company; or of a deceased member who at the time of death had been a member for at least twelve consecutive months and an employee of the Company. Candidates must be qualified in all respects to compete for Government of B.C. Scholarships and must write the Grade XII Scholarship Examinations.

Candidates should file a letter of application with the Trustees not later than August 15th, 1971. The letter should include the name, address, age and telephone number of the applicant; the name of the school he attended until June and the name of the institution he proposes to attend in the Fall.

Applicants will be judged on the basis of scholastic standing as indicated by the results obtained in the Government Scholarship Examinations. If, in the opinion of the Trustees, no candidate is sufficiently qualified, no award will be made.

#### *Government of British Columbia Scholarships*

There are three classes of scholarship awards available to students:

- a) Three-quarter fee scholarships: awarded to the highest ranking students up to 5% of the total full-time enrollment.
- b) One-half fee scholarships: awarded to the next highest ranking students up to an additional 6% of the total full-time enrollment.
- c) One-third fee scholarships: awarded to the next highest ranking students up to a further 6% of the total full-time enrolment, provided that the student has an average of at least 70% (G.P.A. 2.60).

To be eligible a student must be enrolled in 15 credit hours of college level courses or a full Career program, and be a Canadian Citizen or Landed Immigrant who has resided in B.C. for a minimum of twelve consecutive months at the end of the term to which the application refers.

Awards are based on current term results and will be applied to the fees in a subsequent term or year at any approved post-secondary educational institution in B.C. Applications must be filed each term and MUST be submitted to the Student Services Centre not later than:

Fall Term: January 4, 1972

Spring Term: May 26, 1972

#### *Government of the Province of British Columbia Nancy Greene Scholarships*

Five scholarships in the amount of \$500 each will be awarded to B.C. Secondary students planning to continue

their education at a B.C. University, Community College or the B.C. Institute of Technology.

These scholarships are designed to encourage students to combine sound educational achievements concurrently with participation in a challenging athletic program.

For full details on these scholarships students should contact their secondary school principal well in advance of June 1st.

### *Hockey Canada Scholarships*

The Hockey Canada Scholarship program is intended to encourage young men in two important fronts—the pursuit of post-secondary education and the development of proficiency in the game of hockey.

A minimum of 10 scholarships valued at \$2,000 annually are available to students with outstanding hockey ability who are Canadian Citizens or who have held Landed Immigrant status for at least one year.

Applicants must have graduated or be about to graduate from a secondary school with a final year average of at least 65% or must be a present or past student in a post-secondary institution.

Awards are tenable to any institution which is a member of or affiliated to a member of the Association of Universities and Colleges of Canada, and which has a viable hockey program.

Applications close April 30th. Further information and application forms are available by writing to:

Director of Awards,  
A.U.C.C.,  
151 Slater Street,  
Ottawa 4, Ontario

### *The Hospital Employees' Union Local 180 Scholarships*

Each year a number of Union Scholarships are made available to sons and daughters of Local 180 members.

For the 1971-72 Academic year the Vancouver General Unit of Local 180 is providing two scholarships of \$350 each for the two top scholarship candidates; two scholarships of \$250 each are provided by the Provincial Executive of Local 180; and one \$250 scholarship is sponsored by the St. Joseph's Unit (Victoria) of Local 180.

These scholarships are offered to students who are proceeding in the fall from Grades XII or XIII to a full program of studies in any field leading to a degree.

To be considered the student must:

- a) Write the Government Scholarship Examinations conducted in June by the Department of Education, and obtain an over-all average of not less than 70%.
- b) File with the Dean of Inter-Faculty and Student Affairs, U.B.C., a letter indicating the connection of his or her parents with the Union, and complete the Special Bursary Form of the University not later than July 15.

### *MacMillan Bloedel Limited Special Scholarships for Dependents of Employees*

Ten scholarships of \$500 each offered by MacMillan Bloedel Limited are available annually to sons and daughters (or legal dependents) of employees of the company serving in any MacMillan Bloedel Limited Division in North America.

These scholarships are open to students planning to enter an academic program at Capilano College from Grade XII, and awards are made on the basis of academic ability and potential leadership as indicated by grade achievements in Grade XI and XII and participation in school activities.

Applications for these scholarships are to be made to the Secretary of the MacMillan Bloedel Scholarship Committee on forms which are available in personnel offices throughout the company.

### *Naval Officers' Association of British Columbia Scholarships*

Scholarships valued at up to \$250 are available to students beginning or continuing studies at B.C. Universities, Technological Institutes or Community Colleges who intend either following a permanent career in the Canadian Armed Forces (Navy) or following a course of study which, coupled with the student's past associations, will qualify him as potential personnel for the Royal Canadian Navy in times of national emergency. Scholarships are awarded on the basis of academic proficiency, need, and present or past interest in or association with a cadet force, reserve force or permanent force.

Applications should be filed by October 15, 1971 with the Naval Officers' Association of B.C., Box 823, Station A, Vancouver, B.C.

### *Regular Officer Training Program*

Students interested in a military career and planning to attend Capilano College should consult a Military Career Counsellor at the Canadian Forces Recruiting and Selection Unit for information on this plan. Basically, a student is subsidized for tuition fees and books and is paid a salary as an Officer Cadet. Upon graduation he is commissioned as a Lieutenant in the Canadian Forces.

### *Fred Reid Scholarships*

These awards are made available through the generosity of Mr. F. Reid, friend of the College. Two \$200 scholarships will be awarded to male students with high academic standing on the university transfer program.

Applications should be made in writing to the Dean of Student Services by August 15, 1971.

1970 Recipients: Dave Mills, Art Fennings, J. G. Powell, Bruce Armstrong. 1971 Recipients: John Kristianson, Barry Cartwright.

### *Simon Fraser University Regional College Entrance Scholarships*

A number of scholarships ranging in value from \$175 to \$300 will be available to students entering Simon Fraser from Regional, Junior, or Community Colleges. Students who have completed one or two years of study at such institutions and have maintained a high academic average on a full course load, and who have been recommended for the scholarship by the college from which they are transferring, will be considered.

Only students who are proceeding with further university studies within one year of completion of one or two years of study at the Junior College level will be eligible. Students who are not enrolled in a full university course load will ordinarily not be eligible.

### *West Vancouver University Women's Club*

A \$100 scholarship will be awarded annually to a female student, preferably a part-time student who resides in the district.

The award is based on two semesters' work and is granted for continuing academic education.

1970-71 Recipient: Frances Cousineau.

### *Western Conference of Teamsters Scholarships*

Each year the Western Conference of Teamsters offers four scholarships of \$2,000 each and two J. R. Hoffa scholarships of \$6,000 each to dependents of Teamster members completing their secondary school education who plan to continue their education at accredited colleges or universities.

Application for these scholarships may be obtained from the local Teamster Union office and must be returned no later than February 20th of the year in which the student will graduate in the case of the \$2,000 scholarships and November 30th for the J. R. Hoffa scholarships.

For further information interested candidates should contact the:

Western Conference of Teamsters Scholarship  
Committee,  
1870 Ogden Drive,  
Burlingame,  
California, 94010

### *The Westminster Regiment Association Scholarship*

This scholarship of \$500, the gift of the Royal Westminster Regiment Association, is awarded annually to a worthy and deserving student who is continuing his or her education in a recognized institution of higher learning. To be eligible, applicants must be direct descendants of a member of the Westminster Regiment or one of its predecessors—namely, the 47th Battalion, the 104th Battalion and the 131st Battalion. Candidates must have completed by July 31 of the year of application a B.C. Secondary School program or its equivalent. The basis of the award will be academic standing in previous studies and financial need. Application forms are obtainable from the Secretary of the Association. Completed forms, together with all pertinent documents, are to be mailed by July 31st, 1971.

## LOANS

### *Canada Student Loans*

Loans of up to \$1,000 are available each Academic Year (or a \$500 maximum per term) for a maximum of five years and are interest free until six months after completion of full time post-secondary studies directed towards a degree or diploma.

To be eligible a student must:

- a) Be enrolled in a full-time College Career or Academic program as defined by the Department of Education.
- b) Undertake to study as a full-time student for one term or two consecutive terms.
- c) Be a Canadian citizen or Landed Immigrant who has resided in Canada for at least twelve months and who plans to remain in Canada.
- d) Have attained satisfactory scholastic standing.

Canada student Loans are made for educational purposes only, and the amount granted will be based on demonstrated financial need. A loan will be granted only after the student is formally enrolled in a full-time program; therefore the student must have sufficient funds to pay fees at registration.

### *Student Emergency Loan Fund*

The fund is designed to provide short term, interest free loans of up to \$100 to students who are in serious financial difficulty at present, but who expect or can prove they will receive funds in the near future from which the loan will be repaid.

Applications will only be considered from students currently registered at the College who have exhausted all other avenues of financial assistance.

Application in writing describing the necessity for emergency assistance, the amount required and the proposed method and date of repayment should be addressed to the Dean of Student Services.

The fund is of a revolving nature and is maintained by donation. To date all donations have come from Student Society funds.

### *North Vancouver Educational Society Loan Fund— "Dollars For Scholars"*

This loan fund, established with the kind contribution and support of the citizens of North Vancouver, provides funds for interest-free loans to capable students who can show financial need, and who wish to embark upon continued studies in higher education.

To qualify for an award an applicant must satisfy the Society that he has attended an elementary or secondary school in North Vancouver. The loans are made on the basis of need and qualification.

Application forms are available from any North Vancouver Secondary School, The Student Services Centre, or from the North Vancouver Educational Society, Box 164, North Vancouver.

### *P.E.O. Educational Fund Loans*

The P.E.O. Educational Fund is a project through which loans are made available to qualified women who desire higher education as a means of becoming self-supporting. The loans are made for periods up to five years and the maximum amount of a loan to any student is \$1,800.

A woman interested in securing a loan must be a high school graduate, or have equivalent educational training. She must be recommended by a local Chapter of the P.E.O. Sisterhood, and must enrol, or be enrolled, in an accredited school. If the student lives in a town where there is a P.E.O. Chapter, she should contact a Chapter member and state her need. Following her request, the Educational Committee of the Chapter will interview her, and, if the Chapter votes to endorse her, a recommendation form will be completed to initiate her loan. Application forms will then be sent to the student from the P.E.O. Executive Office.

### **Awards**

#### *Dean's List*

Special recognition will be accorded students who complete a full program of studies at the College with a 3.50 or higher grade point average during a term.

#### *Governor General's Silver Medal*

This medal is awarded each year by His Excellency the Governor-General of Canada to the graduating student who has achieved the best scholastic record in attaining his/her diploma at Capilano College.

1970-71 Recipient: Carol Mason.

#### *Merit List*

Special recognition will be accorded part-time students with a 3.50 cumulative grade point average or higher who have successfully completed 30 semester hours at Capilano College.

### **Bursaries**

#### *The Birks Family Foundation Bursary*

This bursary valued at \$200 is made possible by the generosity of the Birks' Family Foundation of Montreal. To be awarded in the fall of 1971, it is open to students enrolled at Capilano College on a full third and fourth term program who have demonstrated academic ability and financial need. The bursary will be applied against the student's tuition fees for both terms.

Application forms are available at the Student Services Centre and must be returned there by August 15, 1971.

1970-71 Recipient: Fiona Hart.

#### *Capilano College Foundation*

In the 1971-72 academic year the Capilano College Foundation has made available to the College the following bursaries:

Twelve \$50 bursaries and four \$50 emergency bursaries.

These bursaries are available to first year full-time students at the College and will be awarded on the basis of first term standing and demonstrated financial need.

Further information on these bursaries is available in the Student Services Centre.

### *Government of British Columbia Bursaries*

These bursaries are awarded to able students who can provide evidence of financial need in order to pursue a program of study at an approved educational institution in British Columbia. Their program must consist of 15 units or 30 semester hours of work at the post-secondary level to be taken in an academic year or two consecutive terms. In their previous full year of secondary or post-secondary study, students must have achieved an average of at least 65%. The values of bursaries depend upon the demand made upon available resources. In the past values have ranged from \$120 to \$400. Applications must be submitted to the Student Services Centre by the deadline set each year by the B.C. Department of Education.

#### *The B.C. Indian Arts and Welfare Society Memorial Bursary*

A bursary of \$100 will be awarded annually by the B.C. Indian Arts and Welfare Society in memory of those Indian Canadians who gave their lives in either World War.

Native Indian applicants must be from the province of British Columbia and must be planning to enter one of the established universities or colleges in B.C. or some recognized Technical School or other training centre.

The award will be made by the Executive Committee of the B.C. Indian Arts and Welfare Society.

If no application is received from a student entering the first year of university, the bursary may be awarded to a student enrolled in any of the senior years.

Applications are available at the Student Services Centre and must be submitted prior to August 15th, 1971, to:

The Honorary Secretary,  
B.C. Indian Arts & Welfare Society,  
c/o The Provincial Museum,  
Victoria, B.C.

#### *John B. MacDonald Alumni Bursary*

The Alumni Association of the University of B.C. offers bursaries of \$350 each to students who, in the fall of 1971, will be entering the University of B.C. for the first time, and who have been attending a Community College in B.C.

It is expected that at least one award will be available to Capilano College.

The awards will be based on the student's eligibility to enter the University of B.C., his academic standing, and particularly, his need for financial assistance. Special application forms, available at U.B.C. and at the Student Service Centre, must be received no later than July 15th, 1971.

For further information call at the Student Services Centre.

1970-71 Recipient: Ken Lusk.

#### *MacMillan Bloedel Limited Bursaries to Inter-Term or Vacation Relief Employees*

MacMillan Bloedel Limited offers annually a number of bursaries to part-time employees who will be returning



for further study at the University of British Columbia, University of Victoria, Simon Fraser University, British Columbia Institute of Technology, or Capilano College. The total amount of such bursaries shall not exceed \$2,500 in any one year, and amounts of individual awards are not fixed. Selection of recipients will be determined by the student's interest in the forest industry, his success during part-time employment, and his financial need.

Further details may be obtained by the student from the Personnel Supervisor at the Division where he is employed.

#### *Margaret Campbell Bursary*

This award is made possible by the North Shore Business and Professional Women's Club in recognition of Alderman Margaret Campbell's outstanding contribution to the North Vancouver Community and as past president of the Canadian Federation of Business and Professional Women's Clubs.

Applications should be submitted to the Student Services Centre by August 15th, 1971.

1970-71 Recipient: Sylvia Rainey.

#### *Naval Officers' Association of British Columbia*

Bursary loans valued at up to \$300 are available on the basis of combined academic standing and need. The same conditions, preferences and application deadlines apply as for the Association's scholarships outlined earlier.

#### *Vancouver Foundation*

The Foundation has funds available to students who present evidence of sound academic achievement or promise, well defined educational objectives and financial need which cannot be satisfied through other sources.

Applications must be submitted before July 15, 1971 to Dr. J. D. McGann, Vancouver Foundation, 1105 West Pender Street, Vancouver 1, B.C.

#### *Pottery Class*





# **PROGRAMS OF STUDY**

## V PROGRAMS OF STUDY 1971-1972

Capilano College offers combinations of courses representing a particular program as well as individual courses for students seeking post-secondary educational opportunities.

While students may select subjects from several fields, they generally choose one of the following programs:

1. Academic transfer program
2. Career program
3. General Studies program
4. Community Services program

The first three programs offer courses for credit toward a College Diploma. Special courses, workshops, forums or other forms of educational experience may be offered without college credit throughout the academic year.

### *Community Services Program*



# CAPILANO COLLEGE

## REGISTRATION STATISTICS

### Full-Time and Part-Time 1970 Fall Term

PROGRAM	NUMBER OF STUDENTS
ACADEMIC—University Transfer	955
CAREER—	
Unspecified	21
Art	51
Audio-Visual	37
General Business	35
Early Childhood Education	62
Retail Fashions	18
Secretarial Science	29
Business Management	33
Electrical & Electronics	15
Hotel/Motel Management	7
	<hr/>
Sub-Total	308
	<hr/>
TOTAL	1,263

## ACADEMIC TRANSFER PROGRAMS

Numerous courses are available to students who wish to pursue a program leading to further study after leaving Capilano College. Most courses are designed to be equivalent to the comparable disciplines at all British Columbia Universities. Transfer of credit to any particular university or institute is guaranteed only by the adjudication of the accepting institution. The arts and science courses described in the calendar are offered as College-level courses. It is the responsibility of the student to choose courses appropriate to the next institution of his choice and to relate them to his major field of study. At the time of printing of this Calendar, most academic transfer courses offered by the College receive credit at B.C. Universities. A notable exception is English 100 (Writing) at Simon Fraser University. A complete schedule of course equivalencies of the B.C. public universities is available in the Student Services Centre.

## CAREER PROGRAMS

Groups of courses selected to prepare students for immediate employment are offered through a number of career-oriented programs in the following fields of study:

1. Art
2. Audio Visual Resources
3. Business and Commerce
4. Early Childhood Education
5. Secretarial Science
6. Retail Fashions
7. Private Music Teacher Education

In addition to the above, Capilano College offers the following programs in which the student completes his first year. He then transfers to the British Columbia Institute of Technology where he selects an option in his second and graduating year:

1. Business Management (Second year—four options)
2. Electrical and Electronics (Second year—two options)

By September 1971 a Career program in Recreational Management will be introduced.

## **GENERAL STUDIES PROGRAM**

For these students who wish to develop a wider and enriched educational background, the College hopes to offer a two-year program of challenging interdisciplinary studies leading to an Associate in Arts and Sciences Diploma. It is anticipated that the resources of the program will be available by the beginning of the 1971-72 academic year.

## **COMMUNITY SERVICES PROGRAM**

The Community Services program provides an opportunity for learning to people in all walks of life. It embraces the concept of continuing education whether in a technical subject such as Automotive Repairs at Home, or a cultural class in Music Appreciation.

In addition to new classes many subjects that are regularly being offered by the College in either the Academic or Career Program may be taken by anyone sitting as an 'audit' student for interest and pleasure only, without credit and without fee. Examples can be taken from any subject area—a language, bookkeeping, writing, photography, the psychology of child development, economics, art history, anthropology. The list is long and given in this calendar.

Another important role of the Community Services program is to work within the North Shore community organizing public meetings, seminars and talks on a variety of topics that concern people for discussion and debate. The presentation of films, plays and musical events is also encompassed in the College's role in the community. Wherever there is a need for continuing education in any field relating to the cultural, intellectual and working life of the people of the North Shore, the Community Services Program is available to make the arrangements.

NOTE: Students wishing to complete Grade 12 may contact the Adult Education Department of the local School Board. Completion of such a program currently leads to secondary school graduation status under the Department of Education.

# **CAREER PROGRAMS**

## VI CAREER PROGRAMS

The Career Programs offered by Capilano College are designed to prepare post-secondary youth and adults for employment in business and industry.

Although the student is assisted in every way to make wise vocational and educational plans, in the final analysis, he must assume responsibility for selecting his program.

The suggested curriculum for each program includes required, recommended and elective courses. Through the facilities of the Student Services Centre and their Advisers, it is possible to work out a program of studies best suited to the needs of each individual.

In certain programs students who complete the first year at Capilano College may transfer to the British Columbia Institute of Technology to complete their studies. In others "on-the-job" experience will be developed and recognized. To provide the student with an insight into human nature, studies in the humanities and behavioral sciences form an important part of Career Programs. The student studies some of the methods of inquiry into the nature of man, the natural world, and social institutions. These studies provide the prospective graduate with an opportunity to learn about the relationship of his career to the economic world in which he must perform.

Communications courses also form part of every career program. These are designed to assist the student to write clearly and speak well. Such courses provide the resources to back up the special talents of the career program graduate.

It may be necessary to curtail enrolment in some Career Programs this Fall due to space and equipment limitations. Consequently, students planning to enter a Career program during the 1971-72 academic year should file applications for admission no later than August 16, 1971.

### STUDENT COURSE AND WORK LOAD

Career program course work approximates 19½ hours per week. However, some programs may require as many as 32 hours and others as few as 16 hours per week. It is strongly recommended that students not accept employment while undertaking studies in any one of the career programs.

#### *St. David's Campus*





## ART PROGRAM

The Art program offers the opportunity for concentrated study in either Fine or Applied Arts. The program consists of a liberal or general education and specialized art training.

In the case of the Fine Arts specialty, Capilano College has an arrangement with the U.B.C. Fine Arts Department to transfer students to the Bachelor of Fine Arts Studio Program (See Page 119). Students desiring transfer to the second or third year of the B.F.A. Studio Program must meet the following requirements:

1. Present school or academic transcripts to date (see Admission requirements page 16).
2. Present a written statement stating a desire to transfer to the B.F.A. Studio Program.
3. Present satisfactory evidence and examples of art work done prior to registering at Capilano College. The evidence and examples may consist of a portfolio or samples covering work in any area of visual art.

Students should be prepared to present samples of high quality work. Applications for this transfer Art Program must be made to the Co-ordinator of the Art Program at Capilano College. Acceptance will be granted upon an interview with the Art Program Selection Committee.

All high school graduates are eligible for admission. The program is especially suitable for those people who have graduated from the Visual and Performing Arts Program of the B.C. Secondary School System.

The Applied Arts specialty is designed to prepare students for entry into the field of Commercial Art in such areas as advertising, graphics, illustration, design and layout.

Those people who do not have a completed grade XII standing may also apply for admission. Such candidates may be accepted on the basis of their particular experience, maturity, ability and interest.

Although the College provides a generous amount of expendable supplies for this program, students taking the full program should be prepared to purchase art supplies costing anywhere from \$50.00 to \$75.00 per term.

## CAPILANO COLLEGE CERTIFICATE

	Credit Hours
<b>FINE ARTS</b>	
Major Program Requirements .....	36
General Education Requirements .....	6
Recommended Courses .....	0
Electives .....	6
	—
	48
<b>APPLIED ARTS</b>	
Major Program Requirements .....	27
General Education Requirements .....	6
Recommended Courses .....	6
Electives .....	9
	—
	48



## ASSOCIATE IN ARTS AND SCIENCE DIPLOMA

### FINE ARTS

Major Program Requirements .....	66
General Education Requirements .....	6
Recommended Courses .....	3
Electives .....	18
	—
	93

### APPLIED ARTS

Major Program Requirements .....	51
General Education Requirements .....	6
Recommended Courses .....	18
Electives .....	15
	—
	90

*Life Drawing Class*



## FINE ARTS

### First Term

		Credit Hours
English	— Any English Course	3
Art 166	— Anatomy	3
Art 152	— Life Drawing	3
Art 154	— General Drawing	3
Art 158	— Design	3
Fine Arts 100	— The History of Art	3
Art 167	— Sculpture	3
	— Free Elective	3
		24

### Second Term

English	— Any English Course	3
Art 188	— Anatomy	3
Art 164	— General Drawing	3
Art 178	— Design	3
Fine Arts 101	— The History of Art	3
Art 184	— Life Drawing	3
Art 174	— Sculpture	3
	— Free Elective	3
		24

### Third Term

Art 250	— Painting Media	6
Art 262	— Advanced Life Drawing	3
Art 153	— Approaches to Visual Form	3
Independent Study 298	— Independent Project	3
Art 258	— Pottery and Ceramics	3
	— Free Elective	3
	— Free Elective	3
		24

### Fourth Term

Art 253	— Painting Media	3
Art 159	— Contemporary Trends in Visual Form	3
Art 259	— Pottery and Ceramics	3
Art 262	— Advanced Life Drawing	
	<i>or</i>	
	— Recommended Elective	3
Independent Study 299	— Independent Project	3
	— Elective	3
	— Elective	3
		21

Recommended Elective:

Art 270	— Costume and Fashion Design
Technology 184	— Photographic Theory and Practice

## APPLIED ART

		Credit Hours
<b>First Term</b>		
English	— Any English Course	3
Gen. Studies 150	— Contemporary Issues— Science	
	<i>or</i>	
	— Free Elective	3
Art 152	— Life Drawing	3
Art 154	— General Drawing	3
Art 158	— Design	3
Fine Arts 100	— The History of Art	3
Art 264	— Lettering and Type	
	<i>or</i>	
	— Recommended Elective	3
		21
Recommended Elective:		
Art 166	— Anatomy	
Art 167	— Sculpture	
<b>Second Term</b>		
English	— Any English Course	3
Gen. Studies 160	— Contemporary Issues— Social Science	
	<i>or</i>	
	— Free Elective	3
Art 164	— General Drawing	3
Art 178	— Design	3
Fine Arts 101	— The History of Art	3
Art 184	— Life Drawing	3
Art 162	— Lettering and Type	
	<i>or</i>	
	— Recommended Elective	3
	— Free Elective	3
		24
Recommended Elective:		
Art 188	— Anatomy	
Art 174	— Sculpture	
<b>Third Term</b>		
Art 252	— Applied Design	6
Art 251	— Illustration	
	<i>or</i>	
	Recommended Elective	3
Art 250	— Painting Media	3
Art 262	— Advanced Life Drawing	3
Technology 184	— Photographic Theory and Practice	3
	— Recommended Elective	3
	— Free Elective	3
		24
Recommended Elective:		
Art 258	— Pottery and Ceramics	
Independent Study 298	— Independent Project	
Art 276	— Typography	

### Fourth Term

Art 253	— Applied Design	6
Art 255	— Painting Media	3
Art 278	— Graphic and Printing Media	3
	— Recommended Elective	3
	— Recommended Elective	3
	— Free Elective	3
		—
		21

#### Recommended Elective:

Art 170	— Graphic Illustration
Art 259	— Pottery and Ceramics
Independent	
Study 299	— Independent Project
Technology 185	— Photographic Theory and Practice

*Note:* Free Elective: Must be a course chosen from Academic courses or General Studies.

### RETURNING ART STUDENTS

Those students who have completed the first year of the Art Program during the 1970-1971 Academic Year who wish to pursue the Fine Arts option, will take courses outlined in the 3rd and 4th term of the Fine Arts Specialty. These students will have the opportunity of selecting in the elective component of the program courses from Academic, Applied Art or Technology programs. Such an arrangement must be made in consultation with the Co-ordinator of the Art Program.

## AUDIO VISUAL RESOURCES PROGRAM

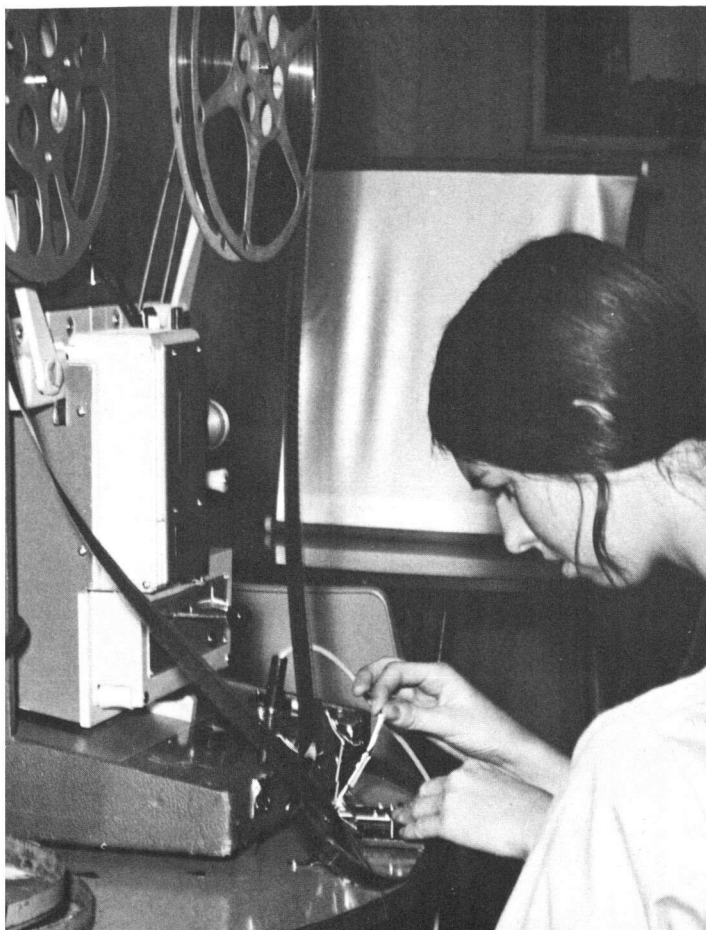
The Audio Visual Resources Program is designed to fill the increasing need of industry, education and the professions for people proficient in the skills required for the effective use of audio-visual media. The graduate will be proficient in the field of graphics, photography and the maintenance of audio and visual electronic equipment.

In addition he will be skilled in the production, care, organization and distribution of audio-visual materials. He will also have had experience in instructing workshop groups in the proper use of various audio-visual equipment and materials.

Specific courses have been included to provide the necessary background which will enable the graduate to work in schools in a para-professional role with teachers, and in business and industry, assisting in the promotion of products and services.

The program is ideal for men and women alike. All high school graduates are eligible for admission. Those people who do not have complete grade XII standing may also apply for admission. Such candidates may be accepted on the basis of their particular experience, maturity, or ability.

*Splicing Film Strip*



Students enroled in this program should be prepared to purchase supplies costing anywhere from \$25.00 to \$50.00 per term.

### CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	19.5
General Education Requirements .....	6
Recommended Courses .....	6
Electives .....	6
	<hr/> 37.5

### ASSOCIATE IN ARTS AND SCIENCE DIPLOMA

Major Program Requirements .....	51
General Education Requirements .....	6
Recommended Courses .....	6
Electives .....	12
	<hr/> 75

#### First Term

	Credit Hours
English 150 — Communications	3
Technology 180 — Audio Visual Equipment	3
Technology 184 — Photographic Theory and Practice	3
Art 154 — General Drawing	3
Gen. Studies 150 — Contemporary Issues—Science <i>or</i>	
*Commerce 152 — Secretarial Science—Typing <i>or</i>	
— Elective	3
— Elective	3
	<hr/> 18

\*Commerce 152 carries 4.5 credit hours which will give a total of 19.5 credit hours in the first term if this course is the student's choice.

#### Second Term

English 151 — Communications	3
Technology 156 — Learning Resources Centres	1.5
Technology 185 — Photographic Theory and Practice	3
Technology 300 — Field Workshop and Seminar	3
Art 170 — Graphic Illustration	3
Gen. Studies 160 — Contemporary Issues— Social Science <i>or</i>	
*Commerce 154 — Secretarial Science—Typing <i>or</i>	
— Elective	3
— Elective	3
	<hr/> 19.5

\*Commerce 154 carries 4.5 credit hours which will give a total of 21 credit hours in the second term if this course is the student's choice.



### Third Term

Education 258	— Theories of Learning	3
Technology 251	— Filmmaking	6
Art 158	— Design	3
English 164	— Public Speaking	1.5
	— Elective	3
		<hr/>
		16.5

### Fourth Term

Technology 178	— Educational Television System	3
Technology 186	— Audio Visual Learning Program	3
Electrical 160	— Applied Electricity	3
Art 178	— Design	3
Education 162	— Library Resources and Services	3
	— Elective	3
		<hr/>
		18

## BUSINESS AND COMMERCE PROGRAM

This program is designed to prepare the student for a role in business and industry. It is intended to give breadth rather than in-depth specialization. At the same time, however, the student is given the opportunity to acquire the necessary specialized tools and aids in areas such as communications, accounting, and business machines.

Thus the program is suited to the student considering a career in business which requires a broad background; the student who is, as yet, undecided as to which area of specialization he wishes to pursue; or the student wishing to start his own business.

As this calendar is being prepared, a study is being made of the feasibility of placing the student in an actual work situation of several months duration during his two years of study at the College. All enquiries concerning this should be directed to the Assistant Dean, Career Programs, or to the Co-ordinator of Business Programs.

Graduates of the program may find employment in the areas of sales, purchasing, banking, accounting, insurance, manufacturing, and other fields with a wide variety of organizations.

All secondary school graduates are eligible for admission to the program. It is especially suitable for those who have graduated from the Commercial program of the B.C. Secondary School System and offers some particular advantages to people who are presently working in business but who may require some additional training to become more effective in their jobs.

Applicants who do not have a complete Grade XII standing may also apply for admission. Such candidates may be accepted on the basis of their particular experience, maturity, or ability.

<b>CAPILANO COLLEGE CERTIFICATE</b>	Credit Hours
Major Program Requirements .....	31.5
General Education Requirements .....	3
Recommended Courses .....	3
Electives .....	0
	37.5

<b>ASSOCIATE IN ARTS AND SCIENCE DIPLOMA</b>	
Major Program Requirements .....	61.5
General Education Requirements .....	7.5
Recommended Courses .....	6
Electives .....	3
	78



## RECOMMENDED COURSES

General Studies 150—Contemporary Issues—Science

General Studies 160—Contemporary Issues—Social  
Science

### First Term

		Credit Hours
English 150	— Communications	3
Business 150	— Essentials of Bookkeeping or	
Business 152	— Accounting	3
Commerce 161	— Business Calculations	4.5
Business 161	— Marketing	3
Business 170	— Business Law	3
Gen. Studies 150	— Contemporary Issues—Science or	
	— Elective	3
		<hr/> 19.5

### Second Term

English 151	— Communications	3
Business 155	— Essentials of Bookkeeping or	
Business 153	— Accounting	3
Mathematics 152	— Financial Mathematics	3
Business 157	— Accounting Systems	3
Business 260	— Salesmanship	3
Psychology 160	— Human Relations	3
		<hr/> 18

### Third Term

Business 160	— Merchandising	3
Business 266	— Small Business Management	3
Bus. Mgmt. 162	— Credit and Collections	3
Bus. Mgmt. 156	— Office Systems and Equipment	3
English 164	— Public Speaking	1.5
Business 256	— Production or	
Business 250	— Advertising or	
Business 262	— Cost Accounting	3
	— Elective	3
		<hr/> 19.5

### Fourth Term

Business 254	— Finance	3
Business 286	— Market Research	3
Business 288	— Transportation and Traffic Management	3
Bus. Mgmt. 172	— Administrative Practices	3
Economics 150	— Current Economic Issues	3
Independent Study 299	— Independent Project	3
Gen. Studies 160	— Contemporary Issues— Social Science or	
	— Elective	3
		<hr/> 21

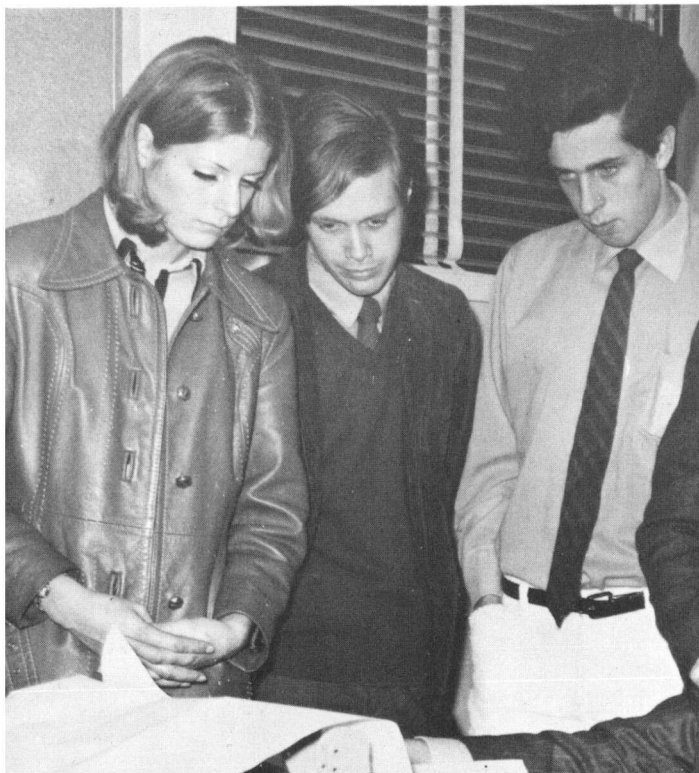
## BUSINESS MANAGEMENT PROGRAM

The accelerated development in recent years of scientific knowledge and industrial productivity has increased the complexity of modern business. This has stimulated competition to a very high degree, and in order to maintain its ability to compete, management has had to rely on a more scientific approach. Specialists in many fields are employed to gather, analyse, interpret, and present information for management's use. With the increasingly specialized nature of modern business, young persons about to enter business must not only be eager, intelligent and hard working, but must have specialized training as well. The curriculum of the Business Management technology embraces the technical nature of management practices and, consequently, graduates from this program are in high demand by prospective employers. Completion of the one year program at Capilano College leads to the following programs at the British Columbia Institute of Technology: Administrative Management; Manpower Management; Accounting and Finance.

The general prerequisite for entry into the Business Management Program is graduation on the Academic Technical Program. No special prerequisites are required.

### CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	54
General Education Requirements .....	6
Recommended Courses .....	0
Elective .....	0
	—
	60



### First Term

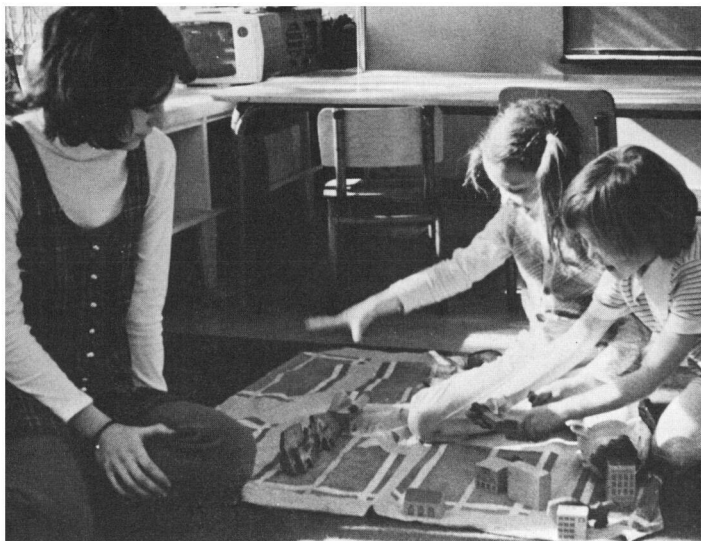
	Credit Hours
English 150 — Communications	3
Mathematics 150 — Business Mathematics and Statistics	6
Economics 100 — Introduction to Economics	3
Bus. Mgmt. 176 — Management in Industry	3
Bus. Mgmt. 154 — Accounting	6
Bus. Mgmt. 162 — Credit and Collections	3
Bus. Mgmt. 158 — Marketing	3
Bus. Mgmt. 156 — Office Systems and Equipment	3
	30

### Second Term

English 151 — Communications	3
Mathematics 151 — Business Mathematics and Statistics	6
Bus. Mgmt. 172 — Administrative Practices	3
Economics 150 — Current Economic Issues	3
Bus. Mgmt. 155 — Accounting	6
Bus. Mgmt. 180 — Introduction to Data Processing	3
Bus. Mgmt. 159 — Marketing	3
Bus. Mgmt. 174 — Systems and Procedures	3
	30

*Business Management Students Using  
Facilities At B.C.I.T.*





*Student Teacher Working in Pre-School*

## **EARLY CHILDHOOD EDUCATION**

The Early Childhood Education program is a two year program designed for the student preparing for employment as a preschool teacher in private nursery schools, kindergartens, and day care centres. Opportunities for employment also exist as play therapists or play attendants, child-care workers or in preschools for exceptional children.

The program is designed to develop an understanding of Child Psychology, exceptional children and special education, preschool planning and methods, guidance techniques, and administration of preschools and day care centres. Emphasis is placed on student participation and observation in Community Programs. Students spend regular periods throughout the program applying theory to practice under the supervision of College Instructors. The program has been constructed in such a way that students are not only prepared for a career in Early Childhood Education, but are also given many opportunities to select courses of particular interest to them. These not only complement and relate to the Early Childhood Education courses, but expand the general education of each student. Some of these courses may be Introductory Psychology, Social Psychology, Group Dynamics, Sociology, Drama, Anthropology, Art, or General Studies courses dealing with contemporary science or social science issues.

Courses are presented in a manner which promotes active student participation through practical demonstrations, reports, projects, and general discussion. Considerable responsibility is given to students, thus enabling them to develop into creative, independent, and knowledgeable persons.

All secondary school graduates are eligible for admission to the program. It is especially suitable for those who have graduated from the Community Service Program of the B.C. Secondary School System.

Applicants who do not have complete Grade XII may also apply for admission. Such candidates may be accepted on the basis of their particular experience, maturity or ability.

Applicants are required to present a medical certificate, TB X-Ray certificate, and to arrange an interview with the Program Co-ordinator, prior to acceptance into this program.

### CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	24
General Education Requirements .....	6
Recommended Courses .....	0
Elective .....	6
	—
	36

### ASSOCIATE IN ARTS AND SCIENCE DIPLOMA

Major Program Requirements .....	45
General Education Requirements .....	12
Recommended Courses .....	0
Electives .....	15
	—
	72

#### First Term

		Credit Hours
English	— Any English Course	3
Health 150	— Health and the Pre-School Child	3
*Psychology 150	— Child Psychology	3
Education 152	— Curriculum Planning	3
*Education 360	— Workshop Practicum	3
	— Elective	3
		—
		18

\*Psychology 150: Child Psychology must be taken prior to or concurrently with Education 152.

\*Education 360: Workshop Practicum must be taken prior to or concurrently with Education 153.

#### Second Term

English	— A Second Term English Course	3
Education 153	— Curriculum Planning	3
Psychology 151	— Child Psychology	3
Education 150	— Philosophy of Early Childhood	
	Education	3
Education 361	— Workshop Practicum	3
	— Elective	3
		—
		18

### Third Term

English 158	— History of Children's Literature	3
Sociology 150	— Family Sociology	3
Education 250	— Social Studies, Science and Mathematics	3
Education 252	— Music, Drama, Art and Dance	3
Education 362	— Workshop Practicum	3
	— Elective	3
		—
		18

### Fourth Term

Education 262	— Exceptional Children	3
Education 264	— Pre-School Administration	3
Education 268	— Parent-Teacher Relationships	3
Education 363	— Workshop Practicum	3
Psychology 201	— Group Dynamics	
	<i>or</i>	
	— Elective	3
	— Elective	3
		—
		18

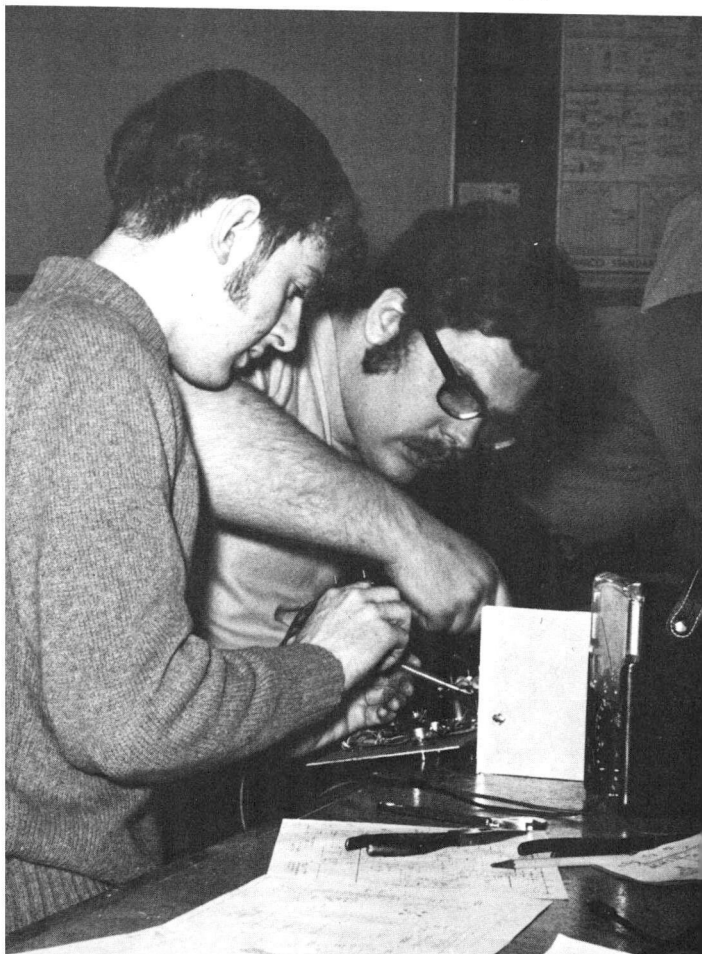


## **ELECTRICAL AND ELECTRONICS PROGRAM**

The objective of the two-year Electrical and Electronics Technology program is to provide sufficient training for the graduate to enter industry at the para-professional level as an engineering assistant or technologist. Broad training is given in fundamentals and industrial practices, qualifying the graduate to enter a variety of fields in an industry which provides many opportunities.

The general prerequisite for entry into the Electrical and Electronics Program is graduation on the Academic Technical Program as prescribed by the Department of Education. The special prerequisites required for this program are Mathematics 12, Chemistry 11, and Physics 11. Although Physics 12 is not mandatory, it is recommended. The program of studies taken at Capilano College leads to other Electrical and Electronic specialities at the British Columbia Institute of Technology.

*Servicing a Power Supply Unit*



## CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	58
General Education Requirements .....	6
Recommended Courses .....	0
Elective .....	0
	—
	64

### First Term

	Credit Hours
English 150 — Communications	3
Mathematics 154 — Applied Mathematics: Electrical Tech.	9
Physics 150 — General Physics: Electrical Tech.	6
Electrical 155 — Electrical Circuits	7
Electrical 153 — Electrical Components	4
Drafting 150 — Introductory Drafting	3
	—
	32

### Second Term

English 151 — Communications	3
Mathematics 155 — Applied Mathematics: Electrical Tech.	9
Physics 151 — General Physics: Electrical Tech.	4.5
Electrical 151 — Electrical Circuits	6
Electrical 154 — Electronic Circuits	4.5
Drafting 151 — Introductory Drafting	3
Chemistry 161 — Properties of Materials	2
	—
	32



*Laboratory Work*

**MEDICAL LABORATORY PROGRAM  
(NOT TO BE OFFERED IN 1971/72)**

The rising demand for health services, together with the increasingly complex scientific and social aspects of such services, is opening up new and challenging employment opportunities for the health technologist.

The medical laboratory technologist must be able to perform laboratory tests upon which the physician relies for his diagnoses. To meet exacting professional standards, the laboratory technologist must be highly skilled, possess manual dexterity, and be meticulous in his work habits.

Students complete the program in three phases. The first year of the program is completed at Capilano College (Phase I). The second year is taken at the British Columbia Institute of Technology (Phase II). A further year of practical training follows in a hospital laboratory program approved by the Canadian Medical Association (Phase III). At the end of Phase III candidates are eligible to sit the C.S.L.T. certification examinations. Successful completion of these examinations leads to the professional qualifications of R.T. (registered medical laboratory technologist).

Those students who successfully complete the first year of the program but who do not wish to transfer to B.C.-I.T. may transfer 12 units to the University of British Columbia or continue their education at Capilano College towards a College Diploma.

The general pre-requisite for this program is graduation on the Academic-Technical program. The special pre-requisites are: Mathematics 12, Chemistry 12, and one other Science at the Grade XI level.

All courses in Phase I can be taken at Capilano College except Medical Laboratory Orientation, for which the facilities of B.C.I.T. will be used by arrangement.

#### CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	63
General Education Requirements .....	0
Recommended Courses .....	0
Elective .....	0
	—
	63

#### First Term

	Credit Hours
Chemistry 150 — Chemistry for Medical Lab Technologist	1
*Chemistry 110 — Principles and Methods of Chemistry	6
*Physics 104 — Principles of Physics	5
Biology 160 — Human Anatomy and Physiology	5
Mathematics 160 — Medical Mathematics	5
Biology 150 — Medical Laboratory Orientation	4
*English 100 — Writing	3
*Psychology 100 — Introduction to Psychology	3
	—
	32

### Second Term

Chemistry 151	— Chemistry for Medical Lab Technologist	1
*Chemistry 111	— Principles and Methods of Chemistry	6
*Physics 105	— Principles of Physics	5
Biology 161	— Human Anatomy and Physiology	5
Mathematics 161	— Medical Mathematics	5
Biology 151	— Medical Laboratory Orientation	3
*English 104 or 105 or 106 or 108	—	3
*Sociology 100	— Social Structures	3
		31

Biology 150 and 151—Medical Laboratory Orientation will be offered in the facilities at the B.C.I.T.

\*These courses are transferable to U.B.C. With the exception of English 100, they are also transferable to S.F.U.

Those students who enter the program with Physics 11 from Secondary School are required to take Physics 104 and Physics 105 in the program.

Those students who enter the program with a 65% average or better in Physics 12 from Secondary School are exempt from taking the Physics component of the program.

## PRIVATE MUSIC TEACHER EDUCATION PROGRAM

The Private Music Teacher Education Program is designed for students who have had some basic theory courses and considerable training in voice, piano or instrumental work and who plan careers as private music teachers. The initial program provides a common music curriculum for all students, while recognizing both their chief field of interest and, where appropriate, their achievement as music students under private instruction.

The Program consists of a liberal or general education and specialized music training, including theory; pedagogy, ensemble work and repertoire study.

This Program will also offer residents of the College community a continuing education with special emphasis in music.

All secondary school students and residents of the community are eligible for admission to the program. Acceptance of applicants will be based on audition, musical background, and good music potential.

Applicants are required to have an interview and an audition with one of the Music Faculty before being accepted into the program.

A second year of the program is currently under development and will be offered during the 1972-73 academic year subject to sufficient enrolment.



## CAPILANO COLLEGE CERTIFICATE

	Credit Hours
Major Program Requirements .....	30
General Education Requirements .....	6
Recommended Courses .....	6
Electives .....	0
	<hr style="width: 100%; border: 0.5px solid black;"/>
	42

<b>First Term</b>		Credit Hours
English	— Any English course	3
Music 100	— Music Theory	3
Music 150	— Choral Explorations	3
Music 160	— Methods of Teaching Major Instruments	3
Music 170	— Vocal Repertoire (Voice only) <i>or</i>	
Music 172	— Piano Repertoire (Piano only) <i>or</i>	
Music 174	— Instrumental Ensemble (Instrumental only)	1.5
*Music 180	— Piano Class (Non Piano Majors)	1.5
Music 168	— Private Music Instruction <i>or</i>	
	— Elective	3
Psychology 100	— Introduction to Psychology	3
		<hr style="width: 100%; border: 0.5px solid black;"/>
		21

\*Piano Majors will take 19.5 credit hours in the first term as these majors are exempt from taking Music 180 Piano Class.

<b>Second Term</b>		
English	— Any English Course	3
Music 101	— Music Theory	3
Music 151	— Choral Explorations	3
Music 161	— Methods of Teaching Major Instruments	3
Music 171	— Vocal Repertoire (Voice only) <i>or</i>	
Music 173	— Piano Repertoire (Piano only) <i>or</i>	
Music 175	— Instrumental Ensemble (Instrumental only)	1.5
*Music 181	— Piano Class (Non Piano Majors)	1.5
Music 169	— Private Music Instruction <i>or</i>	
	— Elective	3
Psychology 101	— Behavior Theory	3
		<hr style="width: 100%; border: 0.5px solid black;"/>
		21

\*Piano Majors will take 19.5 credit hours in the second term as these majors are exempt from taking Music 181 —Piano Class.





## RETAIL FASHIONS PROGRAM

The program is designed for students who wish to enter the fashion industry. Graduates will find employment in fashion promotion, sales, boutique shops, department stores and as manufacturers' representatives.

Those students taking Clothing Design and Construction courses in this program should be prepared to purchase supplies costing anywhere from \$25.00 to \$50.00 per term.

As this calendar is being prepared, a study is being made of the feasibility of placing the student in an actual work situation of several months duration during his two years of study at the college. All enquiries concerning this should be directed to the Assistant Dean, Career Programs, or to the Co-ordinator of Business Programs.

All Secondary School graduates are eligible for admission. It is especially suitable for those who have graduated from the Community Services Program of the B.C. Secondary School system.

Students who do not have complete Grade XII standing may also apply for admission. Such candidates may be accepted on the basis of their particular experience, maturity, or ability.

<b>CAPILANO COLLEGE CERTIFICATE</b>	Credit Hours
Major Program Requirements .....	27
General Education Requirements .....	3
Recommended Courses .....	6
Elective .....	0
	<hr/>
	36

## ASSOCIATE IN ARTS AND SCIENCE DIPLOMA

Major Program Requirements .....	51
General Education Requirements .....	4.5
Recommended Courses .....	9
Elective .....	6
	<hr/>
	70.5

	<b>First Term</b>	Credit Hours
English 150	— Communications	3
Business 150	— Essentials of Bookkeeping	
	<i>or</i>	
Business 152	— Accounting	3
Business 160	— Merchandising	3
Fashion 172	— Fabrics for the Fashion Industry	3
Business 250	— Advertising	3
Fashion 150	— Consumers of Apparel	3
		<hr/>
		18.0

	<b>Second Term</b>	
English 151	— Communications	3
Art 270	— Costume and Fashion Design	3
Fashion 250	— Fashion Co-ordination	3
Psychology 160	— Human Relations	3
Business 151	— Business Procedures	
	<i>or</i>	
Business 153	— Accounting	
	<i>or</i>	
	— Elective	3
Gen. Studies 160	— Contemporary Issues— Social Science	
	<i>or</i>	
	— Elective	3
		<hr/>
		18

	<b>Third Term</b>	
Fashion 174	— Clothing Design and Construction	3
Business 170	— Business Law	3
Business 266	— Small Business Management	3
English 164	— Public Speaking	1.5
Technology 184	— Photographic Theory and Practice	3
Gen. Studies 150	— Contemporary Issues—Science	
	<i>or</i>	
	— Elective	3
		<hr/>
		19.5

	<b>Fourth Term</b>	
Fashion 175	— Clothing Design and Construction	3
Business 260	— Salesmanship	3
Fashion 253	— Home Furnishings	3
Independent Study 299	— Independent Project	3
	— Elective	3
		<hr/>
		15

## SECRETARIAL SCIENCE PROGRAM

The demand for good secretaries far exceeds the available supply in business and industry, government, courts and professions.

Students may register for either the Clerical or Secretarial options of this program. Those students who elect to take the Clerical option will take shorthand in their first term and thereafter substitute business courses.

Students electing the Secretarial option may, in their third and fourth terms, specialize in one of the three general areas of business, legal or medical knowledge.

All Secondary School graduates are eligible for admission to this program. Students may enter shorthand and typewriting without previous training, as intensive courses in these subjects are given from the elementary stage. Students entering from secondary school commercial courses may request an assessment of their standard and work toward an advancement of their proficiencies.

Students may qualify to enter third and fourth term shorthand courses with a background in Forkner, Take 30, as well as Pitman. Speeds should be in the 60 - 80 w.p.m. range, and permission must be received from the instructor.

Those who do not have complete grade XII standing may also apply for admission. Such candidates may be accepted on the basis of their particular interest, maturity, and/or ability.

### *Secretarial Science Program*



<b>CAPILANO COLLEGE CERTIFICATE</b>	Credit Hours
Major Program Requirements .....	34.5
General Education Requirements .....	3
Recommended Courses .....	6
Electives .....	0
	<hr/>
	43.5

<b>ASSOCIATE IN ARTS AND SCIENCE DIPLOMA</b>	Credit Hours
Major Program Requirements .....	64.5
General Education Requirements .....	4.5
Recommended Courses .....	9
Electives .....	3
	<hr/>
	81

### **RECOMMENDED COURSES**

Business 155 Essentials of Bookkeeping or Business 153 Accounting

General Studies 150 Contemporary Issues—Science

General Studies 160 Contemporary Issues—Social Science

	<b>First Term</b>	Credit Hours
English 150	— Communications	3
Business 150	— Essentials of Bookkeeping	
	<i>or</i>	
Business 152	— Accounting	3
Commerce 161	— Business Calculations	4.5
Commerce 150	— Secretarial Science— Shorthand	6
Commerce 152	— Secretarial Science—Typing	4.5
		<hr/>
		21

	<b>Second Term</b>	Credit Hours
English 151	— Communications	3
Commerce 153	— Secretarial Science— Shorthand	6
Commerce 154	— Secretarial Science—Typing and Office Procedures	4.5
Psychology 160	— Human Relations	3
Business 155	— Essentials of Bookkeeping	
	<i>or</i>	
Business 153	— Accounting	
	<i>or</i>	
	— Elective	3
Gen. Studies 160	— Contemporary Issues— Social Science	
	<i>or</i>	
	— Elective	3
		<hr/>
		22.5

### Third Term

English 164	— Public Speaking	1.5
Commerce 157	— Secretarial Science— Shorthand	4.5
Commerce 166	— Secretarial Science— Intermediate Typing and Secretarial Duties	3
Bus. Mgmt. 156	— Office Systems and Equipment	3
Commerce 250	— Legal Office Procedures and Specialized Knowledge <i>or</i>	
Commerce 252	— Medical Office Procedures and Specialized Knowledge <i>or</i>	
	— Any First or Third term business course	3
Gen. Studies 150	— Contemporary Issues—Science <i>or</i>	
	— Elective	3
		18

### Fourth Term

Commerce 167	— Secretarial Science— Shorthand	4.5
Commerce 176	— Secretarial Science— Advanced Typing and Secretarial Duties	3
Bus. Mgmt. 172	— Administrative Practices	3
Commerce 251	— Legal Office Procedures and Specialized Knowledge <i>or</i>	
Commerce 253	— Medical Office Procedures and Specialized Knowledge <i>or</i>	
	— Any Second or Fourth term business course	3
Independent Study 299	— Independent Project	3
	— Elective	3
		19.5



# **GENERAL STUDIES**

## VII GENERAL STUDIES

Now that Capilano College has well-established courses and programs in both Academic and Career areas, attention is being centred upon the development of a series of flexible multi-disciplinary offerings designed to appeal to any member of the college community who responds to a challenging intellectual experience.

It is anticipated that such programs will be problem-centred, and that experimentation and innovation will characterize the structuring and presentation of material. These programs will be of interest to such students as the following:

- regular Academic transfer students
- Career students who are not on a regular full Career program
- students who have not decided whether they want to enter Academic or Career programs
- members of the community interested in involving themselves in a fairly challenging mind-stretching educational experience.

Two new programs currently being developed are:

Capilano A Program—A program of liberal studies directed toward problems of basic human concern. Two semesters in length, carrying a total of 18 college credits. University transfer credit is being applied for. Designed for first-year students.

Canadian Studies Program—A multi-disciplinary program of academic courses focusing upon Canadian content and involving some integration of approach and materials. University transfer credit available. A full second year program including 6 hours of elective credits. Information about the proposed programs will be available at the Student Services Centre in August. See also descriptions of General Studies Courses under "College Courses".



# **COLLEGE COURSES**



## VIII COLLEGE COURSES

### STANDARD COURSE ABBREVIATIONS

The following course abbreviations are used in the Permanent Student Record issued to students:

Anthropology	- - - - -	ANTH
Art	- - - - -	ART.
Biology	- - - - -	BIOL
Business	- - - - -	BUS.
Business Management	- - -	BSMG
Chemistry	- - - - -	CHEM
Commerce	- - - - -	COMM
Drafting	- - - - -	DRAF
Economics	- - - - -	ECON
Education	- - - - -	EDUC
Electronics	- - - - -	ELEC
English	- - - - -	ENGL
Fashion	- - - - -	FASH
Fine Arts	- - - - -	F.A.
French	- - - - -	FREN
General Studies	- - - - -	GEN.
Geography	- - - - -	GEOG
Geology	- - - - -	GEOL
German	- - - - -	GERM
Health	- - - - -	HLTH
History	- - - - -	HIST
Independent Study	- - - - -	INDE
Mathematics	- - - - -	MATH
Music	- - - - -	MUS.
Philosophy	- - - - -	PHIL
Physics	- - - - -	PHYS
Political Science	- - - - -	POL.
Psychology	- - - - -	PSYC
Sociology	- - - - -	SOC.
Spanish	- - - - -	SPAN
Technology	- - - - -	TECH

## COURSE NUMBERING SYSTEM

- #001-099—Remedial and make-up courses, including community service courses, and courses (or a series of courses) in preparation for specific certification outside the college. *These are not transferable to university.*
- #100-149—Courses normally taken in the first college year of a program for university transfer.
- #150-197—Courses normally taken in the first college year of a career program. *These are not transferable to university unless so stated in the course description.*
- #200-249—Courses normally taken in the second college year of a program for university transfer.
- #250-297—Courses normally taken in the second college year of a career program. *These are not transferable to university unless so stated in the course description.*
- #198, 199, 298 and 299—Reserved for special projects usually carried out by individual students or groups of students by arrangement with the subject co-ordinator.
- #300-399—Workshops, laboratory courses, field work, etc. when taken apart from a specific theoretical course.

*NOTE: Students planning to take academic courses should carefully note the following:*

- 1. There are a few courses which, though academic in nature, are not intended to be transferable to the universities. Credits earned for such courses count toward an Associate in Arts and Science Diploma. These are designated "This course is not transferable to university."*
- 2. There are a number of new courses for which transfer status is being negotiated at the time of printing the Calendar, but for which transferability has not yet been granted. Such courses are designated: "University transfer credit being applied for." Students should check the transfer status of such courses at Registration before enrolling.**
- 3. Students may register only for those subjects in which they have passed the pre-requisite courses or their equivalent. In unusual cases, a pre-requisite may be waived by the Coordinator of the subject field, with the written approval of the Dean of Instruction.*

*NOTE: on special markings with courses.*

*F and S designate the term in which the course is being given—Fall 1971 and Spring 1972.*

*The number in brackets on the right hand side designates the number of credits.*

## COLLEGE COURSE OFFERINGS

The following course descriptions represent the entire curriculum available at Capilano College. The term in which each course is to be offered is indicated at the beginning of the course description. Students should note that all course offerings are subject to sufficient enrolment.

### NOTE: SCIENCE GENERAL INFORMATION

Students planning University-oriented careers in the sciences should have as secondary school pre-requisites Mathematics 12 and two other science subjects either at the grade 12 level or at the grade 11 level with at least a "C" grade.

Students planning careers in Engineering, Mathematics, Chemistry, Physics, or Geology should take the following:

Mathematics 130, 131, 140

Chemistry 110, 111

Physics 110, 111

English 100 plus one other course selected from English 104, 105, 106, 108

Elective

Students planning careers in Biology, Agriculture, Forestry, Medicine, Dentistry, and Pharmacy should take the following courses:

Mathematics 130, 131, 140

Biology 110, 111

Chemistry 110, 111

Physics 104, 105, or 110, 111

English 100, plus one other course selected from English 104, 105, 106, 108

Students planning careers in Home Economics or Nursing should take the subjects listed above, except that Chemistry 104, 105 may be substituted for Chemistry 110, 111.

Unless otherwise stated, science courses other than Mathematics include three hours of labs per week. Exceptions are:

Biology 160, 161; Geology 110, 111; and Physics 104, 105, 110 and 111 with two hours of labs per week. Biology 200 and Chemistry 160 have no formal labs scheduled.

All potential science students should discuss their course selection with a science faculty member. These students are also encouraged to discuss more general topics such as career selection and employment potential with the science faculty or an Adviser.

## ANTHROPOLOGY

Students intending to major in Anthropology should take Anthropology 120 and 121 which will give them the equivalent of Anthropology 200 at U.B.C. Students going to S.F.U. will receive first year assigned credit for this group of courses.

### **ANTHROPOLOGY 120—INTRODUCTION TO ANTHROPOLOGY (F, S) (3)**

A first look at anthropological data, theory and method, human evolution, the races of mankind, pre-historic societies; interpretation of the archaeological record. Theories and evidence of cultural evolution, the social institutions of hunters and gatherers, nomadic pastoralists, agricultural societies, industrial cultures and sub-cultures.

### **ANTHROPOLOGY 121—INTRODUCTION TO ANTHROPOLOGY—SOCIAL ANTHROPOLOGY (F, S) (3)**

Pre-requisite: Anthropology 120.

The history of Social Anthropology, and recent theories. Structural analysis and the systemic approach. The comparative study of the social institutions of "primitive" peoples, kinship systems and "networks", economic organisation, patterns of authority—political and legal systems, ideology—religious organisation, modes of thought, aesthetics, social change—evolution, revolution, reform.

## ART

### **ART 152—LIFE DRAWING (F) (3)**

Study of drawing from human figure. Contour, gesture and cross-contour drawing from direct observation. Study of pencil techniques. Practice of developing visual memory of action and form. Descriptive and reportage drawing based on the observation of nudes.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

### **ART 153—APPROACHES TO VISUAL FORM (F) (3)**

Pre-requisite: Fine Arts 100 and 101

Key figures and movements in the art of the Nineteenth and Twentieth Century will be studied and discussed in depth. Studio activities will be centered around two and three dimensional problems of visual form which relate directly to the areas under study. This will be considered as an essential basis of understanding the change and new directions in design and the applied arts to be studied in the second term.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

### **ART 154—GENERAL DRAWING (F) (3)**

Study of drawing media and drawing styles. Principles of perspective. Drawing from still-life, landscape and reference materials.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 158—DESIGN (F) (3)**

Principles of design. Study of basic visual art material and form. Basics of pictorial composition and organization. Basic shape, tone, volume and element of contrast.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 159—CONTEMPORARY TRENDS IN VISUAL FORM (S) (3)**

Pre-requisite: Art 153

The growth of two and three dimensional design in the Twentieth Century art movements. "Art Nouveau", Bauhaus and the contemporary European and North American art trends. Study of new discoveries in the field of plastic organization and the visual language in present day design. Specific studio design projects will be a major part of this course.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 162—LETTERING AND TYPE (F) (3)**

Study of lettering for display, advertising and hand lettered presentations in: layout, calligraphy, illuminating, sign painting and type application. Emphasis on the practice of lettering and paste-up assembly of type and illustration for printed reproduction.



**ART 164—GENERAL DRAWING (S) (3)**

Pre-requisite: Fine Arts 100 and 101

Further study of drawing media and styles. Drawing from memory and imaginative, creative drawing.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 166—ANATOMY (F) (3)**

Practical study of human anatomy through drawing of bone and muscle structure. Technique of anatomical drawing, study of proportion and movement of human body.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 167—SCULPTURE (F) (3)**

Study of elemental sculpture techniques. Clay modelling, casting and firing. Three dimensional study of the head.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 170—GRAPHIC ILLUSTRATION (S) (3)**

The preparation of audio visual materials, filmstrips, tapes and transparencies. Silk screening for posters, charts, diagrams, signs, flow charts, etc. Visualisation of graphic ideas for display and commercial use.

*Individual Art Instruction*



**ART 174—SCULPTURE (S) (3)**

Pre-requisite: Art 167

Contemporary sculpture techniques. Plastic and metal sculpture.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 178—DESIGN (S) (3)**

Pre-requisite: Art 158

Further study of design principles related to various media. Study of colour, material and media characteristics. Comparative study of elements of pictorial organization. Creative practice of design.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 184—LIFE DRAWING (S) (3)**

Pre-requisite: Art 152

Further study of drawing from human figure, study of linear and rhythmic element, stylisation and creative distortion. Development of drawing techniques in pen and ink, pen, brush, etc.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 188—ANATOMY (S) (3)**

Pre-requisite: Art 166

Further study of human anatomy as applied to visual arts. Comparative study of animal anatomy through drawing.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 250—PAINTING MEDIA (F) (6)**

Pre-requisite: Art 178 or equivalent standing in the familiarity of design principles.

Basic painting study, introduction to painting materials and techniques, Workshop in painting from still-life, landscape, human figure and imagination.

*NOTE: This course carries 3 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 251—ILLUSTRATION (F) (3)**

Pre-requisite: Art 178, 164 and 184

Introduction to illustration problems, techniques and contemporary styles. Illustration in black and white and in full colour for reproduction in printing media.



**ART 252—APPLIED DESIGN (F) (3)**

Pre-requisite: Art 158

Study and practice of the application of principles of design to commercial, industrial, fine and graphic arts. Developing of concepts for advertising, display, publications and industrial projects. Exact content of course established on the basis of actual student interest and community need.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 253—APPLIED DESIGN (S) (3)**

Pre-requisite: Art 252

Further study and application of design principles to the projects of practical design with consideration given to the student's individual area of interest.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 255—PAINTING MEDIA (S) (6)**

Pre-requisite: Art 250 and 178

Further study and practice of painting. Emphasis on work in the medium of the student's individual choice and preference, creative painting and development of painting skills for both fine and applied art.

*NOTE: This course carries 3 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 258—POTTERY AND CERAMICS (F) (3)**

Workshop in wheel work. Glazes and firing. Study of ceramics and enamels.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 259—POTTERY AND CERAMICS (S) (3)**

Pre-requisite: Art 258

Further study and practice in wheel work, glazes, ceramics and enamels. Development of creative approach and individual style.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

**ART 262—ADVANCED LIFE DRAWING (F) (3)**

Pre-requisite: Art 184

Life drawing with emphasis on creative approach. Study in depth of drawing techniques and styles in reference to contemporary demands in fashion, illustration and advertising.

*NOTE: This course carries 1.5 transfer units to the B.F.A. Studio Program at U.B.C.*

### **ART 270—COSTUME AND FASHION DESIGN (S) (3)**

Survey study of costume history and principles of dress and costume design. Introduction to contemporary fashion materials and trends. Students wishing to enter this course are advised to have a good command of life drawing.

### **ART 276—TYPOGRAPHY (S) (3)**

Pre-requisite: Art 264

Study of typeface, type characteristics and application. Type specification and measure for type setting and printing. Contemporary use of typeface in advertising, display, publicity and graphic presentation. Visits to type-setting and composing rooms.

## **BIOLOGY**

All Biology courses, with the exception of Biology 200 (Genetics) require weekly laboratory periods or field trips.

### **BIOLOGY 104—CURRENT CONCEPTS IN BIOLOGY (F, S) (3)**

This is the first term of a course designed as a laboratory science elective for students who do not plan to take further courses in the biological sciences. Topics of current interest will be emphasized which include aspects of human physiology, biology of aging, current research on fatal diseases, human genetics and the problems of genetic engineering, common plants and animals of B.C.

### **BIOLOGY 105—CURRENT CONCEPTS IN BIOLOGY (F, S) (3)**

Pre-requisite: Biology 104

This course is a logical continuation of Biology 104 and continues the discussion of current ideas and concepts in biology. Topics taken in the second term include ecology, environmental pollution, population dynamics, evolution, the origin of life, and other related topics.

### **BIOLOGY 110—INTRODUCTORY BIOLOGY (F, S) (3)**

Pre-requisite: None, but Biology 11 strongly recommended.

This is the standard introductory course for those taking further courses in biology. Fundamental properties and functions of living organisms. The cell structure and function. Basic life processes stressing photosynthesis and respiration. Discussion of fundamental plant and animal systems from a comparative and evolutionary viewpoint. Animal behavior.

**BIOLOGY 111—INTRODUCTORY BIOLOGY (F, S) (3)**

Pre-requisite: Biology 100 or 110

This course deals primarily with concepts involving the whole organism and draws heavily on Biology 110 for background. Genetics—Mendelian and chemical— and its evolutionary significance. Introduction to embryology. Brief survey of the plant and animal kingdoms stressing a comparative and integrated approach. Ecology—ecosystems and population dynamics.

**BIOLOGY 150—MEDICAL LABORATORY ORIENTATION (F) (4)**

An introduction to procedures and principles in the operation of precision instruments and equipment used in the clinical laboratory.

*Biology Field Trip*



**BIOLOGY 151—MEDICAL LABORATORY ORIENTATION (S) (3)**

Pre-requisite: Biology 150

Procedures and principles in the operation of precision instruments and equipment—a continuation of the work begun in Biology 150.

**BIOLOGY 160—HUMAN ANATOMY AND PHYSIOLOGY (F) (3)**

Pre-requisite: None, but Biology 11 is recommended.

This course deals with cell structure and function, histology of the major tissue types, and gross anatomy of the human body including all the major organ systems. The lab will be used for tutorials, films, demonstrations, etc., as well as for standard lab exercises.

**BIOLOGY 161—HUMAN ANATOMY AND PHYSIOLOGY (S) (3)**

Pre-requisite: Biology 160 with a "C" grade or better.

This course is a continuation of Biology 160 but deals primarily with the physiological functioning of the organ systems studied in the first term. The lab will consist of exercises designed to demonstrate various physiological principles. It will also include tutorials, films, and demonstrations.

**BIOLOGY 200—GENETICS (S) (3)**

Pre-requisite: Biology 100 and 101, or 110 and 111.

The principles of inheritance—Mendelian and non-Mendelian. Chemical nature of the gene, gene structure and function, gene duplication in bacteria and viruses. Some study of higher organisms including man.

**BIOLOGY 204—ECOLOGY (F) (3)**

Pre-requisite: Biology 100 and 101, or 104 and 105, or 110 and 111.

Laboratory and field trips required. The first term of an introductory course in general ecology stressing biotic-environmental relationships at the individual and ecosystems levels of integration. Concepts of the ecosystem—its components and dynamics. Energy flow in ecosystems. Major ecosystem types in North America with emphasis on those found in British Columbia. Tropical ecosystems.

**BIOLOGY 205—ECOLOGY (S) (3)**

Pre-requisite: Biology 204

Laboratory and field trips required. This course is designed as a logical continuation of Biology 204, and continues the discussion of basic ecological concepts. Included are population dynamics, the population explosion, pollution and its ecological significance, autecology and a discussion of modern trends and problems in ecology.

**BIOLOGY 210—MORPHOLOGY OF VASCULAR PLANTS (F) (3)**

Pre-requisite: Biology 100 and 101 or 110 and 111

A comparative study of the vascular plant groups—the pteridophytes, gymnosperms, and angiosperms. The evolution, morphology, ecology, and function of each of the groups are emphasized.

## **BUSINESS**

### **BUSINESS 150—ESSENTIALS OF BOOKKEEPING (F) (3)**

An introductory course designed to cover basic terminology, techniques and applications of accounting. Theory and practice of keeping adequate records. Use of special journals, controlling accounts and subsidiary ledgers; periodic adjustments, closing procedures and preparation of financial statements.

### **BUSINESS 152—ACCOUNTING (F) (3)**

Pre-requisite: Bookkeeping 12, "C" grade or better, or equivalent standing.

Review of the basics of Accounting with emphasis on practical problem solving. Certain areas will be selected for deeper study where it seems desirable. This course is recommended for those students who have completed Bookkeeping 12 and/or Accounting 12 in Secondary School with a grade "C" or better; or who have had equivalent experience. Students who have recently completed Bookkeeping 11 in a satisfactory manner may also be considered.

### **BUSINESS 153—ACCOUNTING (S) (3)**

Pre-requisite: Satisfactory completion of Business 152, a grade "B" or better in Business 150, or equivalent standing.

Further development of work started in first term. Revenue and expense accounts. Balance sheet accounts, including such problem areas as depreciation, inventory evaluation, calculation of goodwill, doubtful a/c provisions and matching of costs and revenues.

### **BUSINESS 155—ESSENTIALS OF BOOKKEEPING (S) (3)**

Pre-requisite: Satisfactory completion of Business 150 or equivalent standing.

A continuation of work begun in Business 150, with emphasis on practical situations. A Practice Set will be included in the course.

### **BUSINESS 157—ACCOUNTING SYSTEMS (S) (3)**

Principles of data processing methods ranging from manual to electronic data processing. Study of problem solving and its application to the solution of business problems by data processing techniques. Introduction to the fundamentals of computer systems and their application by learning a contemporary programming language.

**BUSINESS 160—MERCHANDISING (F) (3)**

Study and analysis of the aspects of retailing in Canada, including types of retail institutions, internal store organization and layouts, planning and control of inventory, evaluation of quality, and pricing in relation to consumer preference. Students will also become acquainted with methods of buying and selling fashion merchandise with emphasis on major Canadian manufacturers and retailers.

**BUSINESS 161—MARKETING—  
GENERAL BUSINESS (F) (3)**

An introductory course in the various functional areas of marketing. Main emphasis will be on the product, channels of distribution, price and promotion.

**BUSINESS 170—BUSINESS LAW (F) (3)**

Areas of study include a short outline of the Canadian legal system, the principles of contract, forms of business organization, wills, torts, bankruptcy, relationship between landlord and tenant, and consumer protection legislation.

**BUSINESS 250—ADVERTISING (F) (3)**

Typography and layout. Advertising design, direct mail, display and retail design. Institutional advertising. Use of photography in advertising design.

**BUSINESS 254—FINANCE (S) (3)**

The basic mechanics and theories of investments. The kinds of stocks, bonds, and other claims upon profits and their special uses. The stock market, commodity exchange and curb exchange. Brokers, members of the exchanges, and the rules under which they operate. Factors determining prices of stocks and bonds. Monthly investment plans. A brief study of the credit union plan.

**BUSINESS 256—PRODUCTION (F) (3)**

A survey of methods and planning techniques that aim to optimize the use of human and material factors of production in the pursuit of production goals. Ancilliary subjects are materials and inventory control, plant layout and location, job and process systems, purchasing, labour relations, union contracts, grievance procedure, and labour legislation.

**BUSINESS 260—SALESMANSHIP (S) (3)**

Development of techniques of face to face persuasion. Methods of organizing a territory. Selecting products; getting and holding customers; wholesale and direct selling principles and practices. Student demonstrations provide practice in realistic sales presentation which is to involve acquiring sales and product information, preparing demonstration models and appropriate selling aids.

**BUSINESS 262—COST ACCOUNTING (F) (3)**

Canadian cost accountant's role with emphasis on costing definitions and procedures, material control, direct labour accumulation, distribution of indirect manufacturing expense, variance control, and budgeting.

**BUSINESS 266—SMALL BUSINESS MANAGEMENT (F) (3)**

The forms and methods of organisation and problems of small business in our society. Failure and success, capital and credit, planning, financial control, marketing problems, legal relationships.

**BUSINESS 286—MARKET RESEARCH (S) (3)**

Principles, techniques and applications of market research in marketing. Emphasis on the use of scientific methods to strengthen sales support. Sources of sales and product information, sales promotion, industrial and institutional research, elementary statistical applications, practice in preparation of formal and informal research reports.

**BUSINESS 288—TRANSPORTATION AND TRAFFIC MANAGEMENT (S) (3)**

Canadian transportation systems, federal and provincial regulations of railways, shipping, and air transport; freight rates and tariffs, shipping documents, special freight services, freight claims. Technical tariff and rate interpretation.

## **BUSINESS MANAGEMENT**

**BUSINESS MANAGEMENT 154—ACCOUNTING (F) (6)**

The principles and techniques of a complete accounting cycle covering assets, liabilities and owner's equity; basic accounting procedures; changes in owner's equity; closing the books; adjustments for accrued revenue, accrued expense, and for revenue and cost apportionments. The construction of working papers and financial statements including merchandise operations. Accounting for proprietorships, partnerships, and limited companies. Procedures and principles applicable to cash, investments, receivables, inventory, fixed assets, and liabilities. Accounting for manufacturing operations and basic cost accounting techniques. The analysis of financial data for management including sources and uses of working capital, cash flow statements and cash forecasting, the departmental and branch operations. Accounting aids for management, budget and profit planning. Consolidated statements. Canadian tax structure and Federal-Provincial tax arrangements. Income Tax. All students are required to complete a practice set during the second term.

**BUSINESS MANAGEMENT 155—**

**ACCOUNTING (S)**

**(6)**

Pre-requisite: Business Management 154

Continuation of the work begun in Business Management 154.

*NOTE: When both Business Management 154 and 155 are taken they receive 6 semester hours credit in Commerce at S.F.U. Transfer credit is currently being negotiated with U.B.C.*

**BUSINESS MANAGEMENT 156—**

**OFFICE SYSTEMS AND EQUIPMENT (F)**

**(3)**

An introduction to the capabilities of the commonly used machines—adding and calculating machines, cash registers, copiers and duplicating equipment, microfilming, dictating equipment, the flexowriter, etc. Operating skill with the adding and calculating machines only is included.

**BUSINESS MANAGEMENT 158—**

**MARKETING (F)**

**(3)**

An introduction to the marketing environment and marketing institutions; detailed study of the basic marketing functions, market research, product planning, selection of trade channels, merchandising advertising, sales promotion and salesmanship. Emphasis on marketing of industrial as well as consumer goods.

**BUSINESS MANAGEMENT 159—**

**MARKETING (S)**

**(3)**

Pre-requisite: Business Management 158

A continuation of the work started in Business 158 in the first term.

**BUSINESS MANAGEMENT 162—**

**CREDIT AND COLLECTIONS (F)**

**(3)**

Studies of various types of credit and their use by retail businesses, commercial enterprises, and consumers, including sources of information, credit policy, control, analysis, and collection techniques.

**BUSINESS MANAGEMENT 172—**

**ADMINISTRATIVE PRACTICES (S)**

**(3)**

A study to give the student an introductory insight into the basic nature of business problems and into the administrative process involved in handling them. Problems in all of the several business areas will be examined. Study and discussion will be undertaken of actual business situations selected to illustrate typical problems met in industry requiring managerial analysis, decision, and action.

*NOTE: Transfer credit is currently being negotiated with U.B.C.*



**BUSINESS MANAGEMENT 174—  
SYSTEMS AND PROCEDURES (S) (3)**

An introduction to manual, one-write, key-sort, and machine systems covering such applications as billing, sales analysis, accounts receivable, accounts payable and expense distribution, inventory payroll distribution, and payroll writing. A practice set in one-write form is to be completed by all students. The course also provides a brief introduction to the interrelationships of the basic functions such as purchasing, receiving, stock-keeping, production, selling, disbursing.

**BUSINESS MANAGEMENT 176—  
MANAGEMENT IN INDUSTRY (F) (3)**

An orientation in the nature of business in the private enterprise system, embracing forms of business ownership and organization, management, leadership, and business elements of production.

*NOTE: When both Bus. Management 172 and 176 are taken they receive 3 semester hours credit in Commerce at S.F.U.*

**BUSINESS MANAGEMENT 180—  
INTRODUCTION TO DATA PROCESSING (S) (3)**

Training in basic data-processing principles to develop recognition of the possible application of these principles for industry. The principal functions of data processing will be illustrated and practised with unit record equipment. Elementary computer programmes will be written and tested on the 1620 computer. The use of flow-charting and elementary data-processing system design will illustrate the achieving of data-processing objectives.

## **CHEMISTRY**

All Chemistry courses include weekly three-hour laboratory periods.

**CHEMISTRY 104—FUNDAMENTALS OF  
CHEMISTRY (F) (3)**

This course is specifically designed for non-science students. It also fulfills the first year chemistry requirements for Nursing, Home Economics and Physical Education. Course coverage includes chemical principles, stoichiometry, solids, liquids and gases, the chemical bond, compounds, and representative chemistry. The laboratory complements of Chemistry 104, 105 will have a practical orientation.

**CHEMISTRY 105—FUNDAMENTALS OF  
CHEMISTRY (S) (3)**

Pre-requisite: Chemistry 104.

Topics include electrochemistry, introductory thermochemistry, representative inorganic chemistry, equilibrium, organic chemistry.

**CHEMISTRY 110—PRINCIPLES AND METHODS OF CHEMISTRY (F) (3)**

Pre-requisite: Chemistry 12, or Chemistry 11 with at least a "C" grade, and Mathematics 12.

Mathematics 130 must be taken concurrently if not already completed. This course is designed for students who plan careers in science. A study of stoichiometry, the gaseous state, solids, liquids, the periodic system, chemical bonding, thermodynamics.

**CHEMISTRY 111—PRINCIPLES AND METHODS OF CHEMISTRY (S) (3)**

Pre-requisite: Chemistry 110.

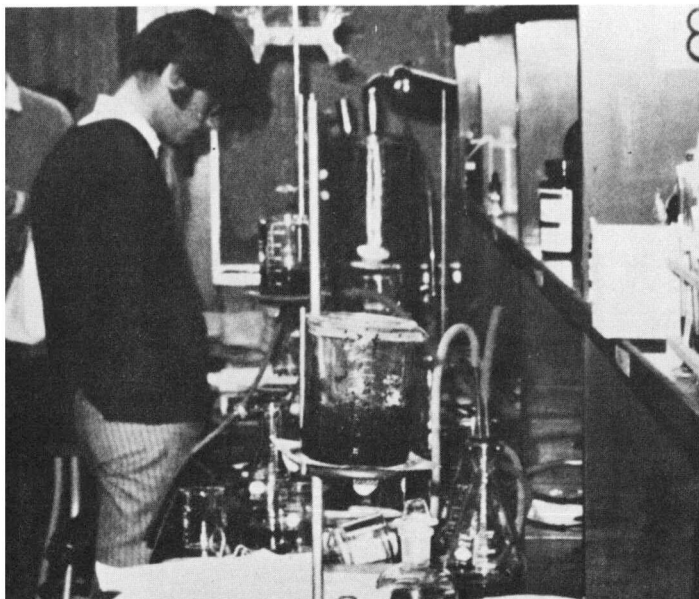
Mathematics 131 must be taken concurrently, if not already completed. Mathematics 140 must be taken with either Chemistry 110 or 111. Solutions, acids, bases, and salts, redox equations, electrochemistry, equilibrium, metallurgy, nuclear chemistry and organic chemistry.

**CHEMISTRY 150—CHEMISTRY FOR MEDICAL LAB TECHNOLOGISTS (F) (1)**

Pre-requisite: Math 12 and Chemistry 12.

Students taking this course will also enrol in Chemistry 110. A special three hour laboratory period will be arranged for these students instead of the regular Chemistry 110 lab. No other chemistry lab will be scheduled for Chemistry 150 students. Lecture material will include: alkanes, alkenes, alkynes, stereochemistry, alcohols, aldehydes, ketones, and acids, amines, esters, amides, and spectroscopy applications.

*Chemistry Laboratory*



**CHEMISTRY 151—CHEMISTRY FOR MEDICAL LAB TECHNOLOGISTS (S) (1)**

Pre-requisite: Chemistry 150.

Students taking this course will enrol in Chemistry 111, with the same lab arrangements as described for Chemistry 150 students. Lecture material will include:

Optical isomerism, carbohydrates; addition and substitution reactions, aromatic chemistry, amino acids, proteins, nucleic acids, lipids, metabolic processes.

**CHEMISTRY 161—PROPERTIES OF MATERIALS (S) (2)**

Properties of engineering materials with emphasis on application to electrical and electronics technology; plastics, ceramics, metals and alloys; mechanical, electrical and corrosion properties; factors leading to service failures in operating environments.

**CHEMISTRY 200—ORGANIC CHEMISTRY (F) (3)**

Pre-requisite: Chemistry 105 or 111.

Nomenclature, structure, identification, and spectroscopy of organic molecules. Alkanes, alkenes, alkynes, alcohols, aldehydes, ketones, ethers, acids, optical isomerism.

**CHEMISTRY 201—ORGANIC CHEMISTRY (S) (3)**

Pre-requisite: Chemistry 200.

Organometallic compounds, carbohydrates. Amines, amides, nitriles, nitro, azo, diazo and related compounds. Protein chemistry. Electrophilic aromatic substitution. Heterocyclics.

**CHEMISTRY 204—INTRODUCTION TO PHYSICAL INORGANIC CHEMISTRY (F) (3)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: Chemistry 105 with a B standing or Chemistry 111, together with Mathematics 130, 131, and 140.

(This course includes four hours of laboratory work per week.)

This course and its sequel are not intended for Honor's Science or for Chemistry Major students. They are principally for students majoring in the biological sciences and for those planning careers in medicine, dentistry, agriculture, or forestry. Topics include thermodynamics, thermochemistry, colligative properties. Acids and bases, solubility products and qualitative inorganic analysis. Biological applications of these topics are stressed.

**CHEMISTRY 205—INTRODUCTION TO  
PHYSICAL INORGANIC CHEMISTRY (S) (3)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: Chemistry 204.

(This course includes four hours of laboratory work per week.)

Electrochemistry, galvanic cells, pH determinations, oxidation-reduction in biological systems, enzyme kinetics. Atomic and molecular structures, hybridized orbitals.

## **COMMERCE**

**COMMERCE 150—SECRETARIAL SCIENCE—  
SHORTHAND (F) (6)**

Beginning study of the principles of Pitman's shorthand based on a well-presented sequence of lessons from New Basic Course and accompanying Acceleration Taped Course. Developing increasing speeds on high-frequency vocabulary. Emphasis on application of theory and penmanship.

**COMMERCE 152—SECRETARIAL SCIENCE—  
TYPING (F) (4.5)**

An introduction to typewriting for students with little or no previous instruction. Mastery of keyboard by touch system, correct typing techniques, operation and care of typewriter, development of speed and accuracy, fundamentals of effective display.

**COMMERCE 153—SECRETARIAL SCIENCE—  
SHORTHAND (S) (6)**

Prerequisite: Commerce 150 or a sound basic knowledge of the theory of Pitman's shorthand.

Emphasis on vocabulary expansion, development of speed and facility in writing, and accurate transcription.

**COMMERCE 154—SECRETARIAL SCIENCE—  
TYPING AND OFFICE PROCEDURE (S) (4.5)**

Prerequisite: Commerce 152 or permission of the instructor.

Development of speed and accuracy in typewriting. Letters, manuscripts, tabulations, reports. Application to general office duties: telephone, telegraph, mail, reception, travel, shipping, banking services. Filing and duplicating systems, reference sources, appointments, use of transcribing machines. Personalities and attitudes.

**COMMERCE 157—SECRETARIAL SCIENCE—  
SHORTHAND (F) (4.5)**

Prerequisite: Commerce 153 or ability to take dictation at 60 w.p.m. with accurate transcription.

Continuation of speed development, 80-100 words a minute; accuracy in transcription; further review of theory to increase vocabulary, dictation of familiar and unfamiliar material.

**COMMERCE 161—BUSINESS CALCULATIONS (F) (4.5)**

Comprehensive review and drill in fundamental operations of algebra and arithmetic in relation to business usage, with emphasis on accuracy in computations. Fractions, percentages, ratios, insurance, commission, profit and loss, foreign exchange, trade and cash discounts, and statistical tools. The development of basic skills in the operation of the adding machine and calculator.

**COMMERCE 166—SECRETARIAL SCIENCE—  
INTERMEDIATE TYPING AND SECRETARIAL  
DUTIES (F) (3)**

Prerequisite: Commerce 154 or typing skill to an intermediate level with a speed of 40 w.p.m.

Continuation of development in speed and accuracy. Stress on production of work, proof reading, acceptable work standards. Copying from rough drafts, preparation of routine correspondence, increased proficiency in use of transcribing machines, arrangements and minutes of meetings. (This course is offered concurrently with Commerce 152.)

**COMMERCE 167—SECRETARIAL SCIENCE—  
SHORTHAND (S) (4.5)**

Prerequisite: Commerce 157 or ability to take dictation at 80 w.p.m. with accurate transcription.

Advanced speed development at rates 100-120 words a minute and higher. Dictation of general and specialized materials for varying time periods; rapid and accurate transcription; taking of notes for minutes, reports.

**COMMERCE 176—SECRETARIAL SCIENCE—  
ADVANCED TYPING AND SECRETARIAL  
DUTIES (S) (3)**

Prerequisite: Commerce 166 or written permission of the instructor.

More advanced typewriting work to increase proficiency in dealing with office procedures and problems, responsibilities of a secretary, composition of letters, arrangements for meetings and conferences and transcription in summarized form of notes for reports and minutes, working with people and delegation of work, employment opportunities, job applications and interviews. (Offered concurrently with Commerce 154).

**COMMERCE 250—LEGAL OFFICE PROCEDURE AND SPECIALIZED KNOWLEDGE (F) (3)**

Introduction to the Canadian legal system; general legal principles and their applications; history of legal development; court systems.

Use of shorthand and typing in a legal office. Dictation of letters; transcription from shorthand notes and recorded dictation; typing of legal documents representative of the Conveyancing, Corporate, Divorce, Litigation and Probate departments of a legal firm; use of legal terms and forms.

**COMMERCE 251—LEGAL OFFICE PROCEDURES AND SPECIALIZED KNOWLEDGE (S) (3)**

Prerequisite: Commerce 250.

Continuation of work begun in first term.

**COMMERCE 252—MEDICAL OFFICE PROCEDURES AND SPECIALIZED KNOWLEDGE (F) (3)**

Provides the necessary background knowledge in health and medicine, elementary anatomy and physiology, understanding of terminology and scientific and clinical aspects of the job.

The procedures and routine in a doctor's office and hospital clerical department, maintenance of records, medical plans and insurances, telephone personality, appointments, filing, reports, supplies, study of medical dictionary and reference material, medical ethics. Typing and shorthand relevant to work in medical offices will be studied and applied.

**COMMERCE 253—MEDICAL OFFICE PROCEDURES AND SPECIALIZED KNOWLEDGE (S) (3)**

Prerequisite: Commerce 252.

Continuation of work begun in first term, admissions, case histories, charts, summaries, surgical and pathological reports.

## **DRAFTING**

**DRAFTING 150—INTRODUCTORY DRAFTING (F) (3)**

Orthographic and auxiliary projections; isometric and oblique projections; lettering; technical sketching; sections; conventional practices; dimensioning; intersections and developments; working drawings. Some introductory work in printed circuit drawings will be undertaken in conjunction with the Electrical Circuits Lab.

**DRAFTING 151—INTRODUCTORY DRAFTING (S) (3)**

Prerequisite: Drafting 150.

Introduction to electrical and electronic symbols; electrical wiring diagrams; block diagrams; schematic diagrams; printed circuit diagrams; industrial control circuit drawings; industrial electrical power circuit drawings, such as schematics, one line circuit drawing and connection diagrams.

## ECONOMICS

Students who intend to major in Economics are required to have our Economics 200 and 201 course preparatory to proceeding to the third year level courses at U.B.C. and S.F.U. They should also be completing first year mathematics courses.

Students who intend to major in Economics at S.F.U. are also required to complete the equivalent of both our Economic History courses 120 and 121.

Our existing course structure therefore is adequate to meet the needs of students who wish to major in Economics after their first two years at Capilano College.

### **ECONOMICS 100—INTRODUCTION TO ECONOMICS (F) (3)**

A review of the economic thinking and processes that are involved in the production and distribution of wealth in the world's economies; the market system of prices, supply and demand; basic determinants of poverty, employment, income and prices; the role of the Government; international trade.

### **ECONOMICS 101—CANADIAN ECONOMICS (S) (3)**

*NOTE: University transfer credit being applied for.*

The structure, strengths and problems of the Canadian economy. This course is designed to enable Canadian students to better understand such issues as foreign investment in Canada; Canada's foreign trade; the corporate structure and trade union activities in Canada; urban and rural problems; poverty, housing and social welfare issues; regional disparities in Canada, e.g., between B.C. and Quebec; the role of the government including taxation and expenditure policies.

### **ECONOMICS 120—HISTORY OF EARLY ECONOMIC THOUGHT AND DEVELOPMENT (F) (3)**

The pre-industrial period. History of the economic development of civilization from ancient times until the Industrial Revolution. The influence of geographical factors, discoveries and invention, religion, social organization and customs.

### **ECONOMICS 121—ECONOMIC HISTORY OF THE INDUSTRIAL ERA (S) (3)**

The industrial period. Analysis of the main historical features of economic development from the Industrial Revolution to the present day in relation to the history of economic thought from Adam Smith, through Karl Marx to Lord Keynes, and John Galbraith.

**ECONOMICS 150—CURRENT ECONOMIC ISSUES (S) (3)**

An examination of the economic system with particular respect to market pricing, production cost analysis, the extent of competition in business, the nature of government control over restrictive practices. Other current issues with respect to money, banking, interest rates and investments will be covered together with an examination of the principles and practices of international trade.

**ECONOMICS 160—RESOURCE ECONOMICS OF BRITISH COLUMBIA (3)**

The factors that are leading to the development of British Columbia's economy with respect to agriculture, mining, forestry, fishing, manufacturing, and the service industries will be examined. The methods and techniques of critical evaluation and economic analysis will be reviewed. The student will develop an understanding of the B.C. economy in both an economic and geographic sense as well as gaining an insight into the behavioral role of business and the part that the government plays in the economic life of the Province. British Columbia's trading relationships with the rest of Canada, the countries of the "Pacific Rim", the U.S. and Europe will be surveyed. Not to be offered in 1971/72.

**ECONOMICS 200—PRINCIPLES OF MACROECONOMICS (S) (3)**

Prerequisite: Economics 100.

The principal elements of theory concerning national income and employment; money, prices, the banking system and the rate of interest; international trade and the balance of payments.

**ECONOMICS 201—PRINCIPLES OF MICROECONOMICS (F) (3)**

Prerequisite: Economics 100.

An analysis of economic systems in respect to pricing and production in which the following concepts will be examined; the theories of utility, demand and consumer behavior; the theory of the business firm under principles of perfect competition, oligopoly, monopoly, monopolistic competition; the pricing of the productive factors; welfare economics and the social goals of society.

## **EDUCATION**

**EDUCATION 150—PHILOSOPHY OF EARLY CHILDHOOD EDUCATION (S) (3)**

Foundations of Early Childhood Education. Philosophy and history of Early Childhood Education and its development in selected countries plus a critical examination of modern issues.



**EDUCATION 152—CURRICULUM PLANNING (F) (3)**

Pre-requisite: Psychology 150 which must be taken concurrently or prior to Education 152.

This course is designed to give students a knowledge of guidance techniques, curriculum planning and implementation of preschool and day care programmes.

**EDUCATION 153—CURRICULUM PLANNING (S) (3)**

Pre-requisite: Education 152 and Psychology 150.

A continuation of the curriculum planning Education 152 course.

**EDUCATION 162—LIBRARY RESOURCES AND SERVICES (S) (3)**

This course introduces the student to the resources and service of all types of libraries; studies begin with a brief history of books, libraries, printing and publishing. Instruction on various systems of circulation and library materials. Classification schemes and general principles used in simple descriptive cataloguing. Instruction in the use and routine maintenance of the machines used in the library such as Xerox, Telex, Offset Press, Micro-text Reading, Micro-Film Readers, Cameras, and Read Printers.

**EDUCATION 250—SOCIAL STUDIES, SCIENCE AND MATHEMATICS (F) (3)**

Pre-requisite: Education 152 and 153 or by special permission.

A study utilizing the inquiry method in social studies, science and mathematical experiences for young children.

**EDUCATION 252—MUSIC, DRAMA, ART AND DANCE (F) (3)**

Pre-requisite: Education 152 and 153 or by special permission.

A study of creative expression through language, drama, art, music, and dance.

**EDUCATION 258—THEORIES OF LEARNING (F) (3)**

Learning as applied through the media of film, tape, and other media. The present educational system and the role of the Media Resource Technician in the school system. Basic learning theory; how we learn and the education process. Individual differences, motivation, the influence of heredity.

**EDUCATION 262—EXCEPTIONAL CHILDREN (S) (3)**

Pre-requisite: None. However it is recommended to E.C.E. students that Education 363 be taken concurrently.

A study of exceptional children in an educational setting—gifted, mentally retarded, emotionally disturbed, neurologically and physically handicapped.

**EDUCATION 264—PRE-SCHOOL AND DAY CARE ADMINISTRATION (S) (3)**

Administration and management of private preschools and day care centres. Regulations regarding licensing, selection and arrangement of equipment, financial operations of schools, records and reports, personnel development and relationships are emphasized. Procedures for admitting children and scheduling are also studied.

**EDUCATION 268—PARENT-TEACHER RELATIONSHIPS (S) (3)**

Preschool teacher and her relationships with parents and community at large. Interviewing techniques, parents and children learning together, guidance procedures to help the teacher effectively direct parents in a cooperative setting and community resources will be discussed.

**EDUCATION 360—WORKSHOP PRACTICUM (F, S) (3)**

Pre-requisite: Psychology 150 and Education 152 should be taken concurrently or prior to Education 360.

Early in the term a 3 week observation period will be arranged, consisting of 3 hours per day (usually A.M.) four days per week. A further four week participation practicum period later in the term also requires 3 hours per day, four days per week.

**EDUCATION 361—WORKSHOP PRACTICUM (F, S) (3)**

Pre-requisite: Education 360; Education 153 should be taken concurrently or prior to Education 361.

Two participation practicum periods. The first three week period will consist of three hours per day (usually A.M.) four days per week. A second four week practicum will be arranged later in the term.

**EDUCATION 362—WORKSHOP PRACTICUM (F, S) (3)**

Pre-requisite: Education 361.

Same as for Education 361.

**EDUCATION 363—WORKSHOP PRACTICUM (S) (3)**

Pre-requisite: Education 360, 361, 362. Education 262 should be taken concurrently with Education 363.

Students observe and participate in a variety of community educational programmes for exceptional children. One three week period of observation in different centres followed later in the term with one four week practicum. Four days, three hours each, are required during practicum periods. One hour seminar is held each week throughout the term.

## ELECTRONICS

### **ELECTRICITY 151—ELECTRICAL CIRCUITS (S) (6)**

Pre-requisite: Electricity 155.

A continuation of the work started in the first term.

### **ELECTRICITY 153—DEVICES AND TECHNIQUES (F) (4)**

An introduction to the characteristics and application of the small components most frequently used in the electrical and electronic industries. Industry standards, coding systems, tolerances, and basic test procedures. Fabrication circuit assembly techniques will be discussed and applied, with particular emphasis being placed on special soldering techniques. Basic inspection and quality control procedures. Course will also include work with solid state devices. Basic transistor theory and parameters, including basic circuits, are covered in preparation for Electricity 154; Electronic Circuits.

### **ELECTRICITY 154—ELECTRONIC CIRCUITS (S) (4.5)**

Pre-requisite: Electricity 150.

This is a course in understanding and designing basic electronic circuitry. Although dealing almost entirely with solid-state devices, vacuum tubes are mentioned. Typical topics include the following: semi-conductor physics applied to the PN junction and the bipolar transistor; meaning and interpretation of characteristic curves; basic voltage and current amplifying circuits; load-line analysis and choice of Q-point; choice and design of bias circuits; stability; a.c. equivalent circuits; interstage coupling and frequency response considerations; feedback; oscillation and oscillator circuits; power supplies, including voltage and current regulating circuits.

### **ELECTRICITY 155—ELECTRICAL CIRCUITS (F) (7)**

A theoretical and practical introduction to circuit analysis as applied to d.c. circuits. The fundamental principles and techniques involved to circuit analysis introduced at a level requiring a working knowledge of linear equations, determinants, trigonometry, logarithms, and exponential functions.

Course content includes: study of basic parameters and units, such as current voltage, resistance, conductance and power, circuit laws, theorems, rules as applied to series, parallel, and series-parallel circuits, network analysis, and coupled circuit analysis.

### **ELECTRICITY 160—APPLIED ELECTRICITY (S) (3)**

An understanding of basic electrical theory leading to an understanding of schematic and wiring diagrams. The use and application of basic test equipment. Minor repair and servicing of audio-visual equipment and accessories.

# ENGLISH

## GENERAL INFORMATION

Students intending to transfer to universities other than Simon Fraser should take two first-year English courses (100 and one of 104, 105, 106 or 108). Those bound for Simon Fraser can obtain transfer credit for 104 and 105 and 106 and 108 if they so desire. English 100 is not transferable to S.F.U.

Intending majors and honours students should take English 200 and 201. These two courses are also required for certain other Arts and Education programmes; students should check university calendars and seek help from Advisers in determining what courses are required.

### ENGLISH 010—LANGUAGE SKILLS (F, S) (3)

*Note: This course is not transferable to university.*

An intensive course in the basic language skills that should enable the student to proceed without difficulty through a regular college program. The curriculum within each section of the course is not all pre-determined, but will evolve partly out of the assessed needs of each individual student. Most of the course work will be practical and done in class, and will involve written and oral exercises, and exercises to stimulate perception and awareness.

### ENGLISH 050—READING AND STUDY SKILLS (F, S) (NIL)

The aim of the English 050 course is to develop the student's reading and study skills. Emphasis will be placed on purposeful and flexible reading techniques related to speed of comprehension. The student will be encouraged to develop an efficient balance in budgeting of study, lecture and recreation time. Assistance in efficient understanding of course work as well as such reading skills as skimming, scanning and critical reading will be included.

### ENGLISH 100—WRITING (F, S) (3)

*NOTE: This course does not receive credit at Simon Fraser University.*

Pre-requisite: English 12 or its equivalent, Grade "C" or better, or English 010.

(Students may also enter this course by passing the Capilano College Language Skills Test.)

A course in the fundamentals of good writing, including syntactical accuracy, the precise expression of simple and complex ideas, and the structuring of ideas in logical and persuasive forms. This course will involve a considerable amount of written work, both in and out of class. Attention will be given to essay and research techniques. Materials for the course will include a comprehensive handbook, mimeographed selections of various kinds and at least one collection of essays by substantial authors.

**ENGLISH 104—FICTION (F, S) (3)**

Pre-requisite: English 100.

A study of twentieth century short stories and novels. The chief aim of the course is to encourage original responses to literary expression, and to develop the ability to express those responses in criticism.

**ENGLISH 105—POETRY (F, S) (3)**

Pre-requisite: English 100.

A course similar to English 104, but covering poetry.

**ENGLISH 106—DRAMA (S) (3)**

Pre-requisite: English 100.

A course similar to English 104, but covering drama.



*Poetry Class*

**ENGLISH 108—THEMES IN CONTEMPORARY LITERATURE (S) (3)**

Pre-requisite: English 100.

A study of twentieth-century works, each of intrinsic literary merit, but arranged together under a thematic heading of demonstrable significance in the contemporary world. (The theme heading for each section of the course will be announced at the time of registration). The chief aim of the course is to encourage original responses to literary expression, and to develop the ability to express those responses in criticism. Works will be drawn from various genres and will be studied as artistically formed expressions of feelings and ideas, both separately and in relation to one another.

**ENGLISH 150—COMMUNICATIONS (F) (3)**

A course in the development of writing and speaking skills. The material of the course is closely related to business and technical career goals. There will be numerous writing assignments, including a report based on original research, and at least one spoken presentation.

**ENGLISH 151—COMMUNICATIONS (S) (3)**

Pre-requisite: English 150.

A course in the further development of writing and speaking skills, together with a study of communications in society; advertising, propaganda and the mass media. A long report based on research will be required.

**ENGLISH 158—HISTORY OF CHILDREN'S LITERATURE (F) (3)**

History of Children's literature, analysis of children's reading taste at various stages of development with emphasis on the preschool years, criteria of evaluation for text and illustration, techniques of storytelling and puppetry.

**ENGLISH 164—PUBLIC SPEAKING (F) (1.5)**

Advanced course in oral communication, concerned with effective speaking in the context of business. Includes speech construction; types of speeches; speaking before groups; introducing and thanking speakers; chairing meetings and interviewing; practice in preparation and delivery of talks to groups.

**ENGLISH 200—ENGLISH LITERATURE TO 1660 (F, S) (3)**

Pre-requisite: English 100 or 102, and one of English 104, 105, 106 or 108.

A study of texts in all genres, from selected major authors between medieval times and 1660. The course is designed to include a certain amount of in-depth study, and to give the students a broad historical and critical frame of reference. The main aim of the course is to provide the student with a representative experience of the range of English Literature.

**ENGLISH 201—ENGLISH LITERATURE SINCE 1660 (S) (3)**

Pre-requisite: English 100 or 102 and one of English 104, 105, 106 or 108.

A course similar to English 200, but covering the later period indicated.

**ENGLISH 202—CANADIAN LITERATURE (F) (3)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: English 100 or 102 and one of English 104, 105, 106 or 108.

The course will focus on major authors in the literature of English speaking Canada from the beginning through the first quarter of the Twentieth Century. Some attention will also be paid to major French-Canadian authors in translation.

While the primary aim of the course is to acquaint students with literary works in and for themselves, some attention will be given to the question of definition of Canadian Literature. The social and historical context will also be discussed as a means of evaluating the significance of Canadian Literature to the evolution of a distinctive Canadian culture.

**ENGLISH 203—CANADIAN LITERATURE (S) (3)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: English 100 or 102, and one of English 104, 105, 106 or 108.

A course similar to English 202, covering the period from approximately 1925 to the present.

**ENGLISH 204—MAJOR AMERICAN WRITERS TO 1850 (F) (3)**

Pre-requisite: English 100 or 102, and one of English 104, 105, 106 or 108.

A course designed to acquaint the student with the writings of selected major American writers, and to provide the student with a broad historical and critical frame of reference. Texts will be considered both aesthetically and historically.

**ENGLISH 205—MAJOR AMERICAN WRITERS SINCE 1850 (S) (3)**

Pre-requisite: English 100 or 102, and one of English 104, 105, 106, or 108.

A course similar to English 204, but covering the more recent period, as indicated.

**ENGLISH 212—READINGS IN WORLD LITERATURE TO 1800 (3)**

Pre-requisite: English 100 or 102 and one of English 104, 105, 106, or 108.

A course designed to acquaint students with a variety of major and influential works of literature from the classical Greek era to the end of the 18th Century. Readings include examples of prose fiction, essays, poetry, philosophic dialogue (Plato), and drama. The major emphasis in this course will be on both historical and aesthetic evaluation of the works studied.

Not to be offered in 1971/72.

**ENGLISH 213—READINGS IN WORLD LITERATURE SINCE 1800 (3)**

Pre-requisite: English 100 or 102 and one of English 104, 105, 106, or 108.

A course similar to English 212, but covering the more recent period, as indicated.

Not to be offered in 1971/72.

## **FASHION**

**FASHION 150—CONSUMERS OF APPAREL (F) (3)**

Examine the psychological, sociological, economic, and artistic motives that influence purchasing, patterns of individuals and groups. Study current consumer purchasing reports. Develop skill in relating elements of clothing design to personal temperament and physical features.

**FASHION 172—FABRICS FOR THE FASHION INDUSTRY (F) (3)**

A survey of the development and use of fashion fabrics, including fiber identification, grouping of fiber characteristics, methods of fabric construction, and finishing. These factors will be continually related to the effect they have on the development of the design, serviceability and care of fabrics. Textile labelling, legislation, promotion selling, and the development of the Canadian textile industry will be investigated.

**FASHION 174—CLOTHING DESIGN AND CONSTRUCTION (F) (3)**

Students will be engaged in the development of clothing designs, patterns, and garment construction. Construction techniques and pattern development will be studied as they apply to the market value. The use of new materials and development of new garment shapes will be encouraged. Sewing skill is not necessary. Study of types and construction of clothing for identification.

**FASHION 175—CLOTHING DESIGN AND CONSTRUCTION (S) (3)**

Pre-requisite: Fashion 174.

Continuation of patternmaking techniques and individual designing. Develop skill in fitting techniques suitable in garment construction and alteration. Comparison of garment construction techniques as they relate to garment quality, use, and design.

**FASHION 250—FASHION CO-ORDINATION (F) (3)**

The study of planning and producing of a fashion show including method of theme selection, and accessorization of garments and models, age group appeal and line-ups. Students will also practise writing and delivering fashion commentaries with emphasis on selling points, appeal to fashion sense and inclusion of fashion facts.



## FASHION 253—HOME FURNISHINGS (S) (3)

Brief analysis of important furniture periods and their relationship to today's furniture styles. Fundamentals of decorating, study of textiles, colour wall finishes, window treatments, floor coverings and accessories. Students will practice room planning through use of floor plans and room decorating by combining furniture fabrics and accessories.

## FINE ARTS

For a B.A. degree with a Fine Arts Major:

1. Students should take the B.A. required courses for first and second year.
2. In their first year they should include Fine Arts 100 and 101.
3. In their second year they should include either Fine Arts 200 and 201 *or* two of the studio art courses which receive university transfer credit.

For an Honours B.A. degree with a Fine Arts Major:

1. Students should follow the above suggestions for a B.A. degree with a Fine Arts Major.
2. In addition the student planning to attend U.B.C. is strongly urged to obtain a reading knowledge of two of the following languages: French, German, Italian.

For a B.F.A. degree:

1. In his first year a student should take:
  - a) English 100 and either 104, 105, 106 or 108.
  - b) Fine Arts 100 and 101.
  - c) Six Studio Art courses which receive university transfer credit. These should be chosen in consultation with the Co-ordinator of the Art Program.
  - d) Either a laboratory Science (this may be taken in second year) *or* a foreign language (this is not required if a student has completed study of a foreign language to the grade 12 level).
2. At the end of his first year the student will submit a portfolio to the University Fine Arts department.

Only students selected on the basis of this portfolio submission will be permitted to continue on the B.F.A. program at the university.

In all cases students are advised to consult with the university Fine Arts department. This is especially true of students planning to transfer to the University of Victoria since the foregoing suggestions for course selection are based upon U.B.C. requirements.

**FINE ARTS 100—THE HISTORY OF ART (F, S) (3)**

Fine Arts 100 is intended to familiarize the student with the continuum of the History of Art as manifested in painting, sculpture and architecture from 15,000 B.C.-1,400 A.D. Special attention will be given to the Egyptian, Aegean, Greek and Roman civilizations and to the ultimate evolution by the 1st century B.C. of the ancient classical style so critical to the development of and to the spectator's comprehension of all later styles in western art. Particular notice will be made of the influences of "classical art" on the mediaeval styles (Carolingian-Romanesque-Gothic) from the 9th Century until the 14th while at the same time the unique character of mediaeval art and architecture will be described.

**FINE ARTS 101—THE HISTORY OF ART (F, S) (3)**

A review through the centuries of classical 'supremacy' (1400-1750 A.D.) in painting, architecture and sculpture up to the rejection (in some quarters) of the historical basis of art in the late 1960's. Special attention will be given to those artists who invent and make changes rather than those who 'follow'. A review of the aspects of style that accompany certain impulses or modes or creation will be included.

**FINE ARTS 200—PROBLEMS AND TOPICS IN NORTH AMERICAN ART (F) (3)**

Pre-requisite: F.A. 100 or 101.

A study of painting, sculpture and architecture of North America which gives the second year student at Capilano College an opportunity for an in-depth survey of several aspects of North American art and architecture. It is designed to encourage the student—particularly as far as the Canadian content is concerned—to engage himself in first-hand research in Fine Arts history and criticism based upon his consideration of actual paintings, sculptures and pieces of architecture and through living contact with artists, critics, architects, museum workers and town planners who live in or visit Vancouver.

**FINE ARTS 201—PROBLEMS AND TOPICS—NORTH AMERICAN ART (S) (3)**

Pre-requisite: F.A. 100 or 101.

A continuation of Fine Arts 200.

## FRENCH

Students who plan to continue French studies at S.F.U. are advised that Capilano College courses receive unassigned credit in the Department of Modern Languages. Students wishing to take further courses must complete a placement test. Those who do not meet the standards of the Department may be required to repeat a lower-level course before proceeding to upper-level courses.

Students with French Grade 11 who wish only to satisfy the U.B.C. Faculty of Arts language requirement need Capilano College French 102 and 103. Should they plan to major, they must also include Capilano College French 202 and 203 and they will be required to complete U.B.C.'s French 202 and 220 during their third year, by permission of the Department.

Students with French Grade 12 who intend to major at U.B.C. should complete Capilano Collgee French 110 and 111, as well as French 210 and 211. They may then proceed to U.B.C. French 220, which may be taken during their third year, by permission of the Department, and French 302.

*NOTE: All courses in French include a total of five and one-half hours of instruction per week, made up of: three hours of lectures; one and one-half hours of Laboratory Practice; and one hour of Conversation Practice with a native speaker.*

### **FRENCH 050—BEGINNING FRENCH (F) (3)**

*Note: This course is not transferable to university.*

A linguistic introduction designed to provide beginners with the basic elements of the language through a conversational approach.

### **FRENCH 102—INTRODUCTORY FRENCH (F, S) (3)**

Pre-requisite: French 11 or 050.

This course is designed to give spoken fluency and reading facility as well as some writing of the language, including phonetics, based on the Audio-Lingual approach.

### **FRENCH 103—INTRODUCTORY FRENCH (S) (3)**

Pre-requisite: French 102.

A continuation of French 102. This course should be taken whenever possible in the term following French 102.

### **FRENCH 110—INTERMEDIATE FRENCH (F) (3)**

Pre-requisite: French 12.

Grammar revision; exercise, dictations, weekly assignments; some literary texts.



*Language Laboratory*

**FRENCH 111—INTERMEDIATE FRENCH (S) (3)**

Pre-requisite: French 110.

A continuation of the work of French 110. Review through literary text and composition. Additional emphasis on literary composition. This course should be taken whenever possible in the term following French 110.

**FRENCH 202—ADVANCED FRENCH (F) (3)**

Pre-requisite: French 103 or French 111.

An advanced course to continue oral fluency with grammar review; some translation, dictation and literary texts (the latter given in French).

**FRENCH 203—ADVANCED FRENCH (S) (3)**

Pre-requisite: French 202.

A continuation of the work of French 202. This course should be taken whenever possible in the term following French 202.

**FRENCH 210—ADVANCED FRENCH (F) (3)**

Pre-requisite: French 111.

An advanced course with emphasis on written work together with the study of literary texts.

**FRENCH 211—ADVANCED FRENCH (S) (3)**

Pre-requisite: French 210.

A continuation of the work of French 210. This course should be taken whenever possible in the term following French 210.

## GENERAL STUDIES

### **GENERAL STUDIES 100—CAPILANO "A" PROGRAM (F) (9)**

*NOTE: University transfer credit being applied for.*

A problem-centred program of liberal education focusing upon themes of basic human concern. Involves weekly lectures, seminars, tutorials, individual conferences, enriched by a variety of off-campus activities such as field trips and visits to plays, films, and art exhibitions.

### **GENERAL STUDIES 101—CAPILANO "A" PROGRAM (S) (9)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: General Studies 100.

A continuation of the Capilano A Program.

*NOTE:* A complete second-year program of Canadian Studies is available, carrying University credit. For information, contact the Student Services Centre.

### **GENERAL STUDIES 150—CONTEMPORARY ISSUES—SCIENCE (F) (3)**

This is a non-laboratory science survey of topics of general current interest. It includes the philosophy and methods of science, human ecology and population, radioactivity, pollution, drugs, the geology of the North Shore and other current issues at the discretion of the instructor. Field trips in lieu of lectures will be arranged as appropriate.

### **GENERAL STUDIES 160—CONTEMPORARY ISSUES—SOCIAL SCIENCE (S) (3)**

A team of social scientists will define and discuss some of the problems and issues which face mankind today and threaten his survival. Topics likely to be included are: aggression, poverty (in Canada and the Third World), urbanization, ecological imbalance, man's response to these problems. This problem-centered approach will be designed to affect an awareness of the various disciplines within the social sciences, and an evaluation of their contributions to society. The course will include lectures, tutorials and use of modern media.

*NOTE:* It is hoped that a study currently being carried on will develop an integrated program of interdisciplinary studies by September, 1971. Students interested in this should seek further information from an Adviser in the Student Services Centre.

## GEOGRAPHY

Our selection of courses in geography is designed to suit both those students who decide to major in geography at the university and students who wish to take particular geography courses of their choice. More than one geography course may be taken simultaneously at the student's option.

In the case of students intending to transfer to U.B.C. they should normally combine our Geography 110 and 201 courses to make up the equivalent Geography 100 at U.B.C., and likewise Geography 111 and 200 to make up the Geography 200/201 at U.B.C. All four courses may be taken in the student's first year at the College if the student is considering transferring to U.B.C.

Students intending to transfer to S.F.U. may take the geography courses in any sequence.

### **GEOGRAPHY 106—BRITISH COLUMBIA— A REGIONAL ANALYSIS (F, S) (3)**

*NOTE: University transfer credit being applied for.*

A regional analysis of the economic geography of British Columbia and the Yukon examining current business activities. The criteria for defining regions will be analysed in terms which include physical characteristics, climate, vegetation, resources, population patterns, communications. The concept of the hierarchy of central places and hinterland areas will be examined. The present distribution of business activities will be used to illustrate the differences between regions and their inter-connectedness.

The analysis will be extended to place the Province's economic activities within the context of (a) Canadian regional geography and (b) its relationship in trading terms with the countries of the Pacific rim, the United States and Europe.

### **GEOGRAPHY 110—METHODOLOGY AND TECHNIQUES (F) (3)**

The course will concentrate on the development and present day use of geographic methods of inquiry and techniques of analysis in the study of mankind in his physical and human environments. The aim of the course is to prepare a student to select and proceed to a specialized field of study in subsequent courses, and yet retain an appreciation of his position in the discipline as a whole. The college has a wide range of modern equipment, maps and aerial photographs for group and individual study. Students will be encouraged to engage in field research, utilizing the techniques developed in lectures.

### **GEOGRAPHY 111—HUMAN GEOGRAPHY (F) (3)**

An analysis of human characteristics and activities in Western North America. Assignments will be sufficiently flexible to allow students to investigate specialized topics within the general content of the course. Predominant themes will be the changing nature of man-land relationships in their spatial context, diffusion of cultures and technological innovation, and present trends in the distribution, movement and activity of people from Alaska to Mexico.

**GEOGRAPHY 200—ECONOMIC GEOGRAPHY OF  
ADVANCED ECONOMICS (S) (3)**

This examines in detail the concepts of economic man, introducing the theories and concepts behind modern economic geography. The nature of resources and their use, the spatial characteristics of different economic systems at different scales of analysis, and the meaning of underdevelopment are some of the themes to be investigated in the study of mining, manufacturing, agriculture, transportation, energy production and consumption, and tertiary activities. Lectures will provide a base from which students are expected to select specialized topics for research and reading. The results of their findings will be discussed in seminars.

**GEOGRAPHY 201—URBAN STUDIES (S) (3)**

This course is based on the themes and problems encountered in the field of Urban Geography, recognizing the increasing interdisciplinary nature of urban area analysis. The major topics to be examined are urbanization as an historic and rapidly continuing process, the growth of functional regions and patterns of urban settlement, the dynamics of urban structure and land use, and the critical problems that face mankind today due to past developments in the spatial, economic and social organization of cities. Illustrative examples will be taken from many parts of the world, though special attention will be focused on the Lower Mainland of B.C. as a course "laboratory".

## **GEOLOGY**

Geology courses include weekly two-hour laboratory periods or equivalent field projects.

**GEOLOGY 110—PHYSICAL GEOLOGY (F) (3)**

Pre-requisite: Any two of the following courses: Biology 11, 12; Chemistry 11, 12; Physics 11, 12.

An introduction to principles and processes of physical geology. Topics included are: composition and origin of igneous rocks, chemical and mechanical weathering, erosion and land forms, origin and composition of sedimentary and metamorphic rocks, origin and structure of continents and ocean basins; internal constitution of the earth, origin of the earth.

**GEOLOGY 111—HISTORICAL GEOLOGY (S) (3)**

Pre-requisite: Geology 110.

An introduction to the principles of historical geology and application of these principles in a study of a continent and an ocean basin. Topics included are: absolute and relative age, geological time-scale, stratigraphy and structure, stratigraphic paleontology, ancient environments and organic evolution, geologic history of North America, sea-floor spreading, global tectonics, paleomagnetism, geologic history of the Pacific Ocean basin.

## GERMAN

Students who wish to proceed to S.F.U. and pursue further courses in German are reminded of the present equivalency standards. If a student has taken the first pair of courses in German at Capilano College (100 and 101), he is automatically exempted from their S.F.U. equivalents, German 102 and 103. If he wishes to proceed further, a placement test will decide whether, in fact, he goes on to the next course in German at S.F.U., Germ 201. If he does not fulfill the Department of Modern Languages' requirements, he will have to repeat the previous course. The same conditions apply to Capilano College students who have completed two years work in German: if they wish to proceed further they must satisfy S.F.U.'s language standards (by means of a placement test) before being allowed to take the next higher level course.

In the case of U.B.C., present equivalent standards operating give a straight credit transfer on the following basis:

Capilano College	U.B.C.
German 100 and 101 (3 credits each)	100(3)
German 200 and 201 (3 credits each)	200(3)

The student wishing to major goes on to fulfill the Department's requirements, German 223 (which may be taken in the third year, by permission of the Department.)

*NOTE: All courses in German include a total of five and one-half hours of instruction per week, made up of: three hours of lectures; one and one-half hours of Laboratory Practice; and one hour of Conversational Practice with a native speaker.*

### **GERMAN 100—FIRST YEAR GERMAN (F, S) (3)**

An introduction to the German language using an audio-lingual approach with reinforcement through reading and through written drill.

### **GERMAN 101—FIRST YEAR GERMAN (S) (3)**

Pre-requisite: German 100.

A continuation of the work in German 100. This course should be taken whenever possible in the term following German 100.

### **GERMAN 200—SECOND YEAR GERMAN (F) (3)**

Pre-requisite: German 101.

This course consists of conversation, grammar, composition and modern literary selections.

### **GERMAN 201—SECOND YEAR GERMAN (S) (3)**

Pre-requisite: German 200.

This course continues the work of German 200 and should be taken whenever possible in the term following German 200.



## HEALTH

### **HEALTH 150—HEALTH AND THE PRE-SCHOOL CHILD (F) (3)**

A study of physiology, nutrition, first aid, diseases, mental health, and community services as they relate to the pre-school child.

## HISTORY

Students intending to major in History are advised to consult with a history faculty member of the university of their choice. In general terms, students planning to attend the University of British Columbia should take at least two history courses at college and a broad sampling of courses in the social sciences and humanities. Students planning to take an honours course should have a reading knowledge of a foreign language. For Simon Fraser University, it is desirable to take either 100 or 101 and 202.

### **HISTORY 100—REVOLUTIONARY IDEAS IN HISTORY: THE AMERICAS (F, S) (3)**

An analysis of the major ideas which have influenced the social, economic and political developments of Canada and the United States.

### **HISTORY 101—REVOLUTIONARY IDEAS IN HISTORY: EUROPE (F, S) (3)**

History 101 will study the theory and practice of four modern ideologies: capitalism, communism, facism, and socialism. Emphasis will be on these ideologies in action. Mid-Victorian Britain, Russia under Lenin, Hitler's Germany, and Britain under the 1945-51 Labour Government will provide case studies.

### **HISTORY 200—MAN AND HIS CITY TO 1850 (F, S) (3)**

This course will study urban life from medieval to early industrial England, and in colonial America. The emphasis will be upon social history.

### **HISTORY 201—MAN AND HIS CITY SINCE 1850 (F, S) (3)**

This course provides an insight into the nature, impact and character of city growth, together with a study of its relationship with other phases of history. Emphasis will be on North American cities with special reference to the Lower Mainland of B.C.

### **HISTORY 202—LOCAL HISTORY SEMINAR (F) (3)**

Pre-requisite: Consent of the instructor. Those students wishing to take this course in the Spring of 1972 must have obtained written consent by September 17, 1971.

History 202 is an independent study course in historical method using North Shore materials as sources. It is designed for those with a special interest and aptitude in history.



*History Class at St. David's*

## **INDEPENDENT STUDY**

These courses consist of special projects carried out by individual students or groups of students enrolled in Career Programs, by arrangement with the Program Co-ordinator.

### **INDEPENDENT STUDY 198—INDEPENDENT PROJECT (F) (3)**

Pre-requisite: Consent of the Program Co-ordinator.

Normally undertaken in the first term of the first year of a Career Program.

### **INDEPENDENT STUDY 199—INDEPENDENT PROJECT (S) (3)**

Pre-requisite: Consent of the Program Co-ordinator.

Normally undertaken in the second term of the first year of a Career Program.

### **INDEPENDENT STUDY 298—INDEPENDENT PROJECT (F) (3)**

Pre-requisite: Consent of the Program Co-ordinator.

Normally undertaken in the first term of the second year of a Career Program.

### **INDEPENDENT STUDY 299—INDEPENDENT PROJECT (S) (3)**

Pre-requisite: Consent of the Program Co-ordinator.

Normally undertaken in the second term of the second year of a Career Program.

## JAPANESE

### **JAPANESE 100—FIRST YEAR JAPANESE (F) (6)**

*NOTE: University transfer being applied for.*

An intensive beginning course in basic Japanese, including both the spoken language and the Japanese script. The material of the course is designed to cater both to students whose interests are academic and also to those who have a practical need for the language (such as commercial contacts).

### **JAPANESE 101—FIRST YEAR JAPANESE (S) (6)**

*NOTE: University transfer credit being applied for.*

Pre-requisite: Japanese 100.

A continuation of Japanese 100.

## MATHEMATICS

Mathematics courses are offered which correspond to the first and second year courses at the universities. The calculus courses are designed for students proceeding in the sciences, engineering, architecture and economics; Mathematics 100 and 101 are recommended for social science students or for anyone who wishes to satisfy a one year non-science mathematics requirement.

### **MATHEMATICS 030—PRE-CALCULUS REVIEW (F, S) (3)**

*NOTE: This course is not transferable to university.*

Pre-requisite: Some experience with mathematics at the grade 12 level, such as Mathematics 91 or a term's work in Mathematics 12, or the written approval of the Coordinator.

This course is designed as a review of algebra, and a discussion of the fundamentals of trigonometry. It is primarily for students who anticipate taking calculus courses or who wish to take an introductory course in physics but are weak in mathematics.

### **MATHEMATICS 100—INTRODUCTION TO COLLEGE MATHEMATICS (F, S) (3)**

Pre-requisite: Mathematics 11.

Topics include set theory, symbolic logic, vectors and matrices, linear programming, probability and the theory of games.

### **MATHEMATICS 101—INTRODUCTION TO COLLEGE MATHEMATICS (F, S) (3)**

Pre-requisite: Mathematics 100.

This course is designed to introduce the language of statistics and some statistical methods. Topics include discrete random variables and their distribution, random sampling, normal distribution theory, estimation of parameters, and testing hypotheses.

**MATHEMATICS 120—INTRODUCTION TO  
COMPUTER PROGRAMMING (F) (3)**

Pre-requisite: Mathematics 11.

This course will cover the basic ideas involved in writing programs for simple scientific calculations. It is designed to give a general understanding of computers, and specific experience in writing and executing a few simple programs.

**MATHEMATICS 122—ELEMENTS OF COMPUTER  
SCIENCE (S) (3)**

*NOTE: University Transfer Credit being applied for.*

Pre-requisite: Mathematics 120.

Topics include computer organization, comparison of natural and programming languages, algorithms, applications to numerical and non-numerical problems.

**SPECIAL NOTE:** Mathematics 130, 131, 132 and 140 each carry only **two** term hours of credit. Students should therefore normally plan to take **three** of these courses over two terms. Mathematics 132 is typically taken after Mathematics 230.

**MATHEMATICS 130—CALCULUS (F, S) (2)**

Pre-requisite: Mathematics 12.

This course is designed for those students who plan to proceed in mathematics, the physical sciences, the life sciences, or some discipline which requires optimization techniques. Topics include a brief review of required analytic geometry, the derivative, techniques of differentiation, applications of the derivative to MAX-MIN and related rate problems.

**MATHEMATICS 131—CALCULUS (F, S) (2)**

Pre-requisite: Mathematics 130.

Topics include the anti-derivative, the integral, techniques of integration and applications of the integral.

**MATHEMATICS 132—INTRODUCTION TO  
ANALYSIS (S) (2)**

Pre-requisite: Mathematics 130.

This course is designed for those students who plan to proceed in mathematics. Topics include mathematical induction, limits of sequences and series, continuity and continuous function theorems.

**MATHEMATICS 140—INTRODUCTION TO  
VECTORS AND MATRICES (F, S) (2)**

Pre-requisite: Mathematics 12.

Systems of linear equations, vectors, matrices, determinants and linear programming.

**MATHEMATICS 150—BUSINESS MATHEMATICS AND STATISTICS (F) (6)**

Review of basic mathematics; fundamentals of analytic geometry; functions and managerial planning; elements of calculus with business applications. Discounts, mark-ups, margin, selling price, mark-downs; simple interest, compound interest, discounting negotiable instruments, instalment purchases; depreciation, insurance.

**MATHEMATICS 151—BUSINESS MATHEMATICS AND STATISTICS (S) (6)**

Pre-requisite: Mathematics 150.

Frequency distributions, averages, index numbers, probability, linear correlation, reliability and sampling.

**MATHEMATICS 152—FINANCIAL MATHEMATICS (S) (3)**

Simple interest and discount, compound interest, simple annuities, time and interest rate, amortization, depreciation, comparison of assets, sinking funds and bonds, insurance for business purposes, credit buying.

**MATHEMATICS 153—PROBABILITY THEORY (F) (3)**

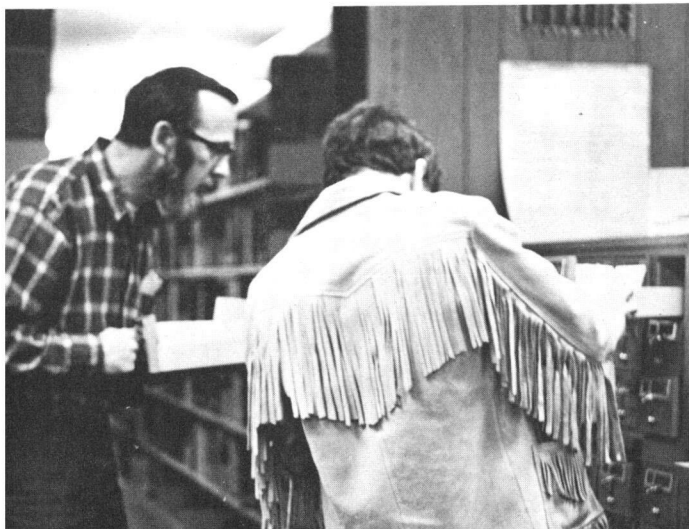
A basic course developing probability theory with applications to business problems.

*NOTE: When both Mathematics 151 and 153 are taken they receive 6 semester hours credit in Economics at S.F.U. Transfer standing is currently being negotiated with U.B.C.*

**MATHEMATICS 154—APPLIED MATHEMATICS: ELECTRICAL TECHNOLOGY (F) (9)**

This course deals with the theory and application in the electrical and electronic fields of the following areas of study: Trigonometry, with emphasis on wave-forms, vectors, and use of identities; complex numbers and their use in a.c. circuit calculations; logarithmic and exponential functions, with application to transient and power problems; linear equations, matrices and determinants, with application to mesh circuits analysis.

*Catalogue in Main Media Centre*



**MATHEMATICS 155—APPLIED MATHEMATICS:  
ELECTRICAL TECHNOLOGY (S) (9)**

Pre-requisite: Mathematics 154.

A course in calculus dealing with the following topics, with applications throughout in the electrical and electronics fields: the differentiation and integration of algebraic, trigonometric, exponential, and hyperbolic functions; power series; partial differentiation; differential equations of the first and second order.

This course will include a short course on computing techniques involving basic ideas in flow-charting and programming with the use of the computer.

**MATHEMATICS 160—MEDICAL MATHEMATICS (F) (3)**

Pre-requisite: Mathematics 12.

Instruction—3 hours per week. Tutorial—2 hours per week.

This is the first term of a two term course which is specifically designed to provide Health Technology students with essential mathematical techniques. The topics include basic algebra review, the slide rule and estimation, applications of the logarithmic and exponential functions, and an introduction to the derivative.

**MATHEMATICS 161—MEDICAL MATHEMATICS (S) (3)**

Pre-requisite: Mathematics 160.

Applications of the derivative, the definite integral and its applications, and an introduction to the language and methods of statistics.

**MATHEMATICS 200—LINEAR ALGEBRA (F) (3)**

**SPECIAL NOTE:** Mathematics 200 should be taken concurrently with Math 230.

Pre-requisite: Mathematics 140.

Vector spaces, linear transformations, matrices, determinants, eigen-values, quadratic forms and inner product spaces.

**MATHEMATICS 201—ABSTRACT ALGEBRA (S) (3)**

Pre-requisite: Mathematics 200.

Complex numbers, properties of integers, polynomials over the real and complex fields, the fundamental theorem of algebra.

**MATHEMATICS 230—CALCULUS (F) (3)**

Pre-requisite: Mathematics 130 and 131 with at least a C standing in both.

The course is designed for students proceeding with mathematics, physics or chemistry. Topics include partial differentiation, extrema of functions of two variables, parametric representation, vector valued functions and the line integral.

**MATHEMATICS 231—CALCULUS (S) (3)**

Pre-requisite: Mathematics 230.

Techniques and applications of multiple integration, Infinite series, power series, ordinary differential equations.

## MUSIC

### GENERAL INFORMATION

A potential music major is advised to consult the university music department prior to registration at college. In general, he should take first year Arts required courses, including Music 100, 101, 120 and 121.

**MUSIC 100—MUSIC THEORY (F) (3)**

This is basically a first year harmony course which will include written work, some key-board work (harmonization at the keyboard); and a strong emphasis on sight singing and ear development. The student will be taught to write melodies and to harmonize them. Probably the most important single aspect of this course will be the emphasis on ear training.

**MUSIC 101—MUSIC THEORY (S) (3)**

Pre-requisite: Music 100 or equivalent.

The student will be required to do further chord progressions using 6/4 positions of chords in 3 and 4 part harmony, the dominant 7th chord in its various positions, modulations and suspensions. The student will be required to have a fluent knowledge of these chordal progressions. In the field of ear training, the student will be required to take dictation in two part melodies, three part chordal work, chordal recognition in all the various positions studied, the ability to sing intervals above or below a given note.

**MUSIC 110—MUSIC APPRECIATION (F) (3)**

This course is designed for laymen and not for the music major. It traces the development of Music from early historic times through to the Baroque era.

**MUSIC 111—MUSIC APPRECIATION (S) (3)**

This course is a continuation of Music 110 and moves from Hayden and Mozart through to the contemporary music of today.

**MUSIC 120—MUSIC HISTORY (F) (3)**

A chronological study of music history from approximately 500 A.D. to 1200 A.D. This course covers the Ancient Greek music, the Gregorian and Ambrosian chants, through the beginnings of polyphone and the French and Italian music of the 14th Century.

**MUSIC 121—MUSIC HISTORY (S) (3)**

A chronological study of music history from approximately 1200 A.D. to 1650 A.D. which begins with music of the Renaissance leading into new trends in the 16th Century. It follows the developments in Germany, Spain, England, Italy and France, bringing in the use of the madrigal. The music of the Church and instrumental music in the late Renaissance leads into a study of early Baroque music and the term finishes on the study of the vocal and instrumental music of the mature Baroque era.

**MUSIC 150—CHORAL EXPLORATIONS (F) (3)**

A comprehensive coverage of choral materials and specific vocal techniques in their study.

The course will cover samples of styles from Renaissance music through to the contemporary styles of musicals. It will teach each student to use the voice he has as well as possible through various vocal techniques and will bring the group to the point of public performance.

The only pre-requisite required is a love of singing and the ability to hold a tune.

**MUSIC 151—CHORAL EXPLORATIONS (S) (3)**

A continuation of the work in Music 150.

**MUSIC 160—METHODS OF TEACHING THE MAJOR INSTRUMENT (F) (3)**

A study of pedagogy. This course is designed as a methods course for those students wishing to pursue instructional techniques in their major fields.

**MUSIC 161—METHODS OF TEACHING THE MAJOR INSTRUMENT (S) (3)**

Pre-requisite: Music 160.

A continuation of Music 160. The course is designed to divide into three segments: Voice, Piano, and String. Time will be allotted for study of the major instrument privately.

**MUSIC 168—PRIVATE MUSIC INSTRUCTION (F) (3)**

Designed to recognize for credit the achievement of the student under private music instruction.

**MUSIC 169—PRIVATE MUSIC INSTRUCTION (S) (3)**

Pre-requisite: Music 168.

A continuation of Music 168.

**MUSIC 170—VOCAL REPERTOIRE (Required for Voice Majors) (F) (1.5)**

A study of the vocal repertoire from the Sixteenth, Seventeenth, and Eighteenth Centuries. The inter-relation of poetic text, vocal line, and instrumental part in the songs will be analyzed and discussed.



**MUSIC 171—VOCAL REPERTOIRE**  
**(Required for Voice Majors) (S) (1.5)**

Pre-requisite: Music 170.

A continuation of Music 171. Emphasis is on music of the classical period.

**MUSIC 172—PIANO REPERTOIRE**  
**(Required for Piano Majors) (F) (1.5)**

A workshop class for pianists in which standard and lesser known works of the piano repertoire from the Seventeenth Century to the present day are performed, analyzed and discussed. The course includes a study of the repertory from early Baroque keyboard composers through J. S. Bach.

**MUSIC 173—PIANO REPERTOIRE**  
**(Required for Piano Majors) (S) (1.5)**

Pre-requisite: Music 172.

A continuation of Music 172. Emphasis is on music from J. S. Bach through Mozart.

**MUSIC 174—INSTRUMENTAL ENSEMBLE**  
**(Required for Instrumental Majors) (1.5)**

A workshop class for string players in which suitable materials will be studied and performed in the class. The class will be concerned with the fundamentals of baton technique, principles of interpretation, study methods and rehearsal technique.

**MUSIC 175—INSTRUMENTAL ENSEMBLE**  
**(Required for Instrumental Majors) (1.5)**

Pre-requisite: Music 174.

A continuation of Music 174. Emphasis will be placed on extensive outside preparation.

**MUSIC 180—PIANO CLASS**  
**(Non-Piano Majors) (F) (1.5)**

This class aims to give non-piano majors the ability to read keyboard music—harmonically and melodically.

**MUSIC 181—PIANO CLASS (Non-Piano Majors) (S) (1.5)**

Pre-requisite: Piano Class 180.

A continuation of the work started in the first term.

## **PHILOSOPHY**

Prospective Philosophy majors should consult the Philosophy faculty of the university of their choice prior to registering at Capilano College. For Simon Fraser University, they are advised to take Philosophy 101 and 102 in their first college year and then to transfer to the university for their second year. For U.B.C., students should take Philosophy 101 and 102 at some time during their two years at college.



### *Cafeteria*

#### **PHILOSOPHY 101—INTRODUCTION TO PHILOSOPHY (F, S) (3)**

An examination of the nature of philosophical thinking through the study of some classical writers' approach to particular philosophical problems.

#### **PHILOSOPHY 102—ETHICS (F, S) (3)**

Pre-requisite: Philosophy 101.

An introduction to the problems of moral philosophy via the writings of some classical and modern thinkers.

#### **PHILOSOPHY 200—SOCIAL AND POLITICAL PHILOSOPHY (F) (3)**

Pre-requisite: Philosophy 102.

A critical examination of writings of the major political theorists of the liberal democratic tradition eg. Locke, Burke, Paine, Bentham, Mill, Tussman.

#### **PHILOSOPHY 201—SOCIAL AND POLITICAL PHILOSOPHY (S) (3)**

Pre-requisite: Philosophy 200.

A continuation of Philosophy 200 with our attention now turned to the radical socialist tradition. This will include the study of such writers as Marx, Engels, Lenin, Godwin, Bakunin.

## **PHYSICS**

All physics courses include weekly laboratory or tutorial periods.

#### **PHYSICS 104—PRINCIPLES OF PHYSICS (F) (3)**

Pre-requisite: No Physics pre-requisite. Mathematics 12 or Mathematics 030 is required.

This course is not intended for majors in the physical sciences. It is suitable for students going into Home Economics, Nursing, Medicine, Biology, Dentistry, and for Arts majors. Topics covered include space, time, motion, relativity, energy, heat and pressure.

**PHYSICS 105—PRINCIPLES OF PHYSICS (S) (3)**

Pre-requisite: Physics 104 or 100 or 110.

A continuation of Physics 104. Topics include electricity, magnetism, light, quantum theory.

**Note:** Physics 110 and 111 are pre-requisite to all second year physics courses.

**PHYSICS 110—GENERAL PHYSICS (F) (3)**

Pre-requisite: Physics 12 recommended, or at least a "C" in Physics 11 and Mathematics 12.

Mathematics 130 must be taken concurrently if not already completed. A survey of mechanics covering vectors, kinematics, dynamics, energy momentum, rotation, simple harmonic motion, waves and an introduction to heat and temperature.

**PHYSICS 111—GENERAL PHYSICS (S) (3)**

Pre-requisites: Physics 110 and Mathematics 130.

Mathematics 131 must be taken concurrently if not already taken. Mathematics 140 must be taken along with either Physics 110 or 111. A continuation of Physics 110 into electric and magnetic fields, circuits, wave optics, and atomic and nuclear physics.

**PHYSICS 150—GENERAL PHYSICS—  
ELECTRICAL TECHNOLOGY (F) (6)**

The six hours include laboratory periods. The main content of the course will include basic electricity; Coulomb's law; lines of force; resistivity; capacitance; and electro-chemistry. Basic magnetism including magnetic induction and intensity. Electromagnetic induction including Faraday's and Lenz's Laws, use of A.C. and D.C. Generators, transformers and inductors. Semi-conductor theory including physics of transistors and diodes.

**PHYSICS 151—GENERAL PHYSICS—  
ELECTRICAL TECHNOLOGY (S) (5)**

Pre-requisite: Physics 150.

The five hours include laboratory periods. Mechanics including kinematics, Newton's, Laws, equilibrium, angular motion, energy and momentum, heat and thermodynamics. Wave motion including electromagnetic theory, sound waves and topics such as refraction, diffraction and polarization. Modern physics including relativity, quantum mechanics, atomic and nuclear phenomena.

**PHYSICS 200—HEAT AND KINETIC THEORY (F) (3)**

Pre-requisite: Physics 101 or 111, and Mathematics 131 and 140. Mathematics 230 must be taken concurrently if not already taken.

An introduction to the first and second laws of thermodynamics, entropy, kinetic theory, specific heats. Weekly three hour laboratory on electricity and electronics.

**PHYSICS 201—ELECTRIC CIRCUITS (S) (3)**

Pre-requisite: Physics 200, Mathematics 230.

Mathematics 231 must be taken concurrently if not already taken. Fundamentals of AC theory, LR, RC, LRC circuits, resonance, mechanical analogs, forced and damped oscillations. Continuation of laboratory in Physics 200.

**POLITICAL SCIENCE**

Students intending to major in political science should take any two of the four political science courses offered. Students going on to U.B.C. where there is a heavy emphasis on international relations might take 100 and 201. Both S.F.U. and U.B.C. have some emphasis on Canadian studies, and a combination of either of the 100 level courses and 200 would be a good introduction to the discipline.

**POLITICAL SCIENCE 100— COMPARATIVE GOVERNMENTS (F, S) (3)**

A comparative analysis of the form and structure of governments in Canada, Japan and the U.S.S.R. The role of the executive, legislature, bureaucracy and the judiciary as well as the role of the citizen and his socialization will be studied.

**POLITICAL SCIENCE 101—CONTEMPORARY IDEOLOGIES (F, S) (3)**

An introduction to political thought with particular attention to the influence of ideas on political action. Liberalism, Conservatism, Socialism and Communism with its two revisions—Stalinism and Maoism—will be examined.

**POLITICAL SCIENCE 200—CANADIAN GOVERNMENT AND POLITICS (F, S) (3)**

A study of Canadian governing structures with emphasis on the functioning of the federal parliament and bureaucracy and the party system which operates in Canada. This course operates on an independent study basis.

**POLITICAL SCIENCE 201—INTERNATIONAL RELATIONS (F, S) (3)**

A study of international politics in both theoretical and practical aspects. The student will compare historical international systems, look at techniques of wielding international influence through various means and study the formulation of foreign policies.

## PSYCHOLOGY

A student may transfer up to nine units of credit in psychology to any British Columbia University. To obtain nine units from U.B.C. both Psychology 210 and 211 must be taken; otherwise only six units may be transferred. Normally students are advised to take both Psychology 100 and 101 before taking advanced courses. In any event, students who intend to major in psychology at local universities are advised to consult a member of the Department.

### **PSYCHOLOGY 100—INTRODUCTION TO PSYCHOLOGY (F, S) (3)**

A study of historical and contemporary approaches to some fundamental problems in psychology.

### **PSYCHOLOGY 101—BEHAVIOUR THEORY (F, S) (3)**

Pre-requisite: Psychology 100.

An intensive investigation of some sources of individual differences in sensation, perception, learning and motivation.

### **PSYCHOLOGY 150—CHILD PSYCHOLOGY (F) (3)**

A study of the developing child from infancy to adulthood. A psychological study of the behaviour and development of children with particular emphasis on the implications of this study for the guidance of young children.

### **PSYCHOLOGY 151—CHILD PSYCHOLOGY (S) (3)**

Pre-requisite: Psychology 150.

A continuation of the Child Psychology course started in the first term.

### **PSYCHOLOGY 160—HUMAN RELATIONS (S) (3)**

A study of interpersonal and group relations with particular reference to the work situation. Concepts of motivation and morale.

### **PSYCHOLOGY 200—SOCIAL PSYCHOLOGY (F, S) (3)**

Pre-requisite: Psychology 100.

A study of the effects of groups on individual human behaviour. Included will be such topics as conformity, attitudes, person perception, liking, aggression, and research methodology.

### **PSYCHOLOGY 201—GROUP DYNAMICS (S) (3)**

Pre-requisite: Psychology 100.

A study of the behaviour of individuals in small groups. Included will be an exploration of the interaction dynamics of small social groups such as the family, work parties, committees, encounter and T-groups.

**PSYCHOLOGY 204—CHILD DEVELOPMENT (F) (3)**

Pre-requisite: Psychology 100.

A study of the genetic and environmental determinants of growth and development up to the period of adolescence.

**PSYCHOLOGY 205—THE PSYCHOLOGY OF AGING (S) (3)**

Pre-requisite: Psychology 100.

A study of the genetic and environmental determinants of change in behaviour from maturity to senescence.

**PSYCHOLOGY 210—STATISTICS AND RESEARCH DESIGN (F) (3)**

A course designed for students who expect to major in psychology or one of the other social sciences. An introduction to descriptive and inferential statistics, and research models.

**PSYCHOLOGY—211—EXPERIMENTAL PSYCHOLOGY (S) (3)**

A continuation of Psychology 210 for psychology majors. An introduction to experimental methodology applied to three of: sensation, perception, learning and motivation.

## **SOCIOLOGY**

Students registering for sociology courses should note that course material is generally of a cumulative nature. Students intending to major in sociology should take Sociology 100 and 101. Students going on to U.B.C. will find that Sociology 200 and 201, which must both be taken, will give them unassigned credit towards a major as well as a good introduction to sociological methods. Credit for Sociology 200 and 201 is being applied for with S.F.U.

**SOCIOLOGY 100—SOCIAL STRUCTURES (F) (3)**

The concepts of social structure and social institutions. The characteristics of some important social institutions: the political system, the economy, social stratification. The study of modern industrial societies and related social processes—bureaucracy, the division of labour, secularization, class and status.

**SOCIOLOGY 101—CONCEPTS AND THEORIES OF SOCIETY (S) (3)**

An introduction to the development of sociological theory, with emphasis on the main ideas and concepts of sociological thought as it has evolved over time. The conceptual and methodological foundations of the principal schools of thought.

**SOCIOLOGY 150—FAMILY SOCIOLOGY (F) (3)**

An anthropological and sociological study of the family as it affects present day society—socioeconomic background, developmental cycles, kinship systems, and the nuclear family.

**SOCIOLOGY 200—CANADIAN SOCIETY (F) (3)**

An introduction to the study of Canadian Society. Analysis will be made of the major Canadian institutions. These institutions will be studied on a national basis with special emphasis on the dynamics of change within each.

**SOCIOLOGY 201—CANADIAN SOCIETY (S) (3)**

An advanced sociological approach to the dynamics of Canadian society. Special emphasis will be placed on regional social structures and social movements within Canada.

## SPANISH

Students who wish to proceed to S.F.U. and pursue further courses in Spanish are reminded of the present equivalency standards. If a student has taken the first pair of courses in Spanish at Capilano College (100, 101) he is automatically exempt from their S.F.U. equivalents, Spanish 102 and 103. However, *at this point*, a placement test will be required before the equivalent standard has been reached. If a student has taken two years of Spanish at Capilano College (100, 101; 200, 201) and wishes to proceed further at S.F.U., once again, a placement test will decide whether he has fulfilled the necessary requirements in order to proceed to the next higher level course.

At U.B.C. present equivalent standards operating in Spanish give a straight credit transfer on the following basis:

<i>Capilano College</i>	<i>U.B.C.</i>
Spanish 100 and 101 (3 credits each)	100 (3)
Spanish 200 and 201 (3 credits each)	200 (3)

The student wishing to proceed to a major goes on to fulfill the department's requirements, Spanish 300.

*NOTE: All courses in Spanish include a total of five and one-half hours of instruction per week, made up of: three hours of lectures; one and one-half hours of Laboratory Practice; and one hour of Conversational Practice with a native speaker.*

**SPANISH 100—FIRST YEAR SPANISH (F, S) (3)**

A basic course in the oral and written language. Emphasis is placed on an oral approach with grammar, composition and conversation.

**SPANISH 101—FIRST YEAR SPANISH (S) (3)**

Pre-requisite: Spanish 100.

A continuation of the work of Spanish 100. This course should be taken whenever possible in the term following Spanish 100.

**SPANISH 200—SECOND YEAR SPANISH (F) (3)**

Pre-requisite: Spanish 101.

A continuation of the work of Spanish 101 with emphasis entirely on oral discussion of literary texts.

**SPANISH 201—SECOND YEAR SPANISH (S) (3)**

Pre-requisite: Spanish 200.

A continuation of the work of Spanish 200. This course should be taken whenever possible in the term following Spanish 200.

## **TECHNOLOGY**

**TECHNOLOGY 156—LEARNING RESOURCES CENTRES (F) (1.5)**

A study of existing media and resource centres. An analysis of physical layouts, equipment and supplies, kinds of service, organization, and costs. Students will be expected to design a workable media resources centre and qualify the particular design chosen.

**TECHNOLOGY 178—EDUCATIONAL TELEVISION SYSTEMS (S) (3)**

Broadcast and closed circuit television, including videotape recording. Functional components of a T.V. system. Videotaped instructional sequences. Professional studio techniques and systems design.

**TECHNOLOGY 180—AUDIO VISUAL EQUIPMENT (F) (3)**

The introduction and use of audio visual equipment presently available today. The use and care of recorders, P.A. systems, playback systems, and specialized equipment. Students will gain experience in the normal operation of equipment and in special techniques such as editing sound on sound etc. The various kinds of listening centres and language laboratories will be studied.

**TECHNOLOGY 184—PHOTOGRAPHIC THEORY AND PRACTICE (F) (3)**

A beginning course in photographic theory and practice. Basic principles of camera operation, exposure, developing and printing.



**TECHNOLOGY 185—PHOTOGRAPHIC THEORY AND PRACTICE (S) (3)**

Pre-requisite: Technology 184.

Amplification of work started in first term. Column ads. Photographic advertisement to page scale and layout. Basic principles of photography to actual commercial type assignment.

**TECHNOLOGY 186—AUDIO VISUAL LEARNING PROGRAM (S) (3)**

Under the guidance of the instructor and in consultation with a teacher, the student designs a learning unit. The student is required to complete all the necessary research for the particular unit and submit a proposal for approval. The learning unit will utilize tape, film and printed material.

**TECHNOLOGY 251—FILM MAKING (F) (6)**

Introduction to basic motion picture production; camera, film stock, lighting; exposure controls; lenses and perspectives. Camera movement, pictorial and directional continuity. Editing, titling, scripting. Emphasis upon film as a graphic medium. Individual and/or group projects.

**TECHNOLOGY 300—FIELD WORKSHOP AND SEMINAR (S) (3)**

Students are rotated through the Audio-Visual Centres of schools, colleges, universities and other related areas, to observe and participate in the use and application of Audio-Visual materials, two days per week.

## NOTES



**CAPILANO COLLEGE**

1770 Mathers Ave.,  
West Vancouver,  
British Columbia,  
Canada.

**SERVING**

Howe Sound  
North Vancouver and West Vancouver  
School Districts

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**VANCOUVER, B.C.**