

**NORTHERN LIGHTS COLLEGE
REGISTRAR'S OFFICE
PROGRAM INFORMATION AND COMPLETION GUIDE**

Program Name: Career and College Preparation
Credential/Certification: Certificate in Career and College Preparation -
Fundamental Level
Date Submitted: May 2009
Effective Date: September 2009

Program Contact:

Contact your nearest campus
1-866-463-6652, (250) 782-5251

Dean: Craig Herbert

Document Author: Craig Herbert

Program Description:

Career and College Preparation provides the environment and resources for adults to acquire the knowledge necessary for successful entry into the labour market, advancement in careers, or entry into further specialized training.

Independent, self-directed learning is encouraged.

Career and College Preparation Fundamental Level

This is the level (approximately grade eight) at which students may enter adult basic education. Beginning students are expected to have some reading and Arithmetic ability. The goals of this level are to assist students to acquire permanent ability in English and Arithmetic as well as effective study habits and a love of learning.

Admission Requirements:

All persons are admissible to the Career and College Preparation program who meet the following criteria:

- 17 years of age or older; and
- out of school for at least one year; or by special arrangement with the local School District.

Note: Those aged 18 or older can enter Career and College Preparation without meeting the out-of-school requirement.

In order to be placed in the most appropriate Career and College Preparation program level the student should provide a secondary school transcript. As well, the student will undergo informal placement assessment(s) as determined on each campus.

Length of Program: (weeks and total hours) 300 hours (24 weeks) Hours may be reduced based on entrance placement.

Program Intake: (start/finish dates) September - June (continuous intake)

Available Seats: Varies by campus

Application Deadline: One week prior to course start (most campuses accept learners on a continuous intake basis)

Career Prospects:

Affiliations/Partnerships: None

Location: Chetwynd, Dawson Creek, Dease Lake, Fort Nelson, Fort St. John, Tumbler Ridge

Additional Requirements/Supplies: (fees, supplies, materials)
Textbooks

Student fees, lab fees (if applicable), application fee (if applicable)

Eligibility for Canada Student Loans: (Yes or No)
No

Required Minimum Grade: (overall and/or minimum within a course)
English Courses - Mastery
Math Courses - D (50%)

Residency Requirement: (percentage of courses which must be taken at NLC)
20%

Required Courses: (list courses required to complete credential
and total hours for each course)

ENGL024 Fundamental English Level 4* (60 hours)
ENGL025 Fundamental English Level 5* (60 hours)
ENGL026 Fundamental English Level 6 (60 hours)
MATH020A Estimation, Problem Solving and Whole Numbers (45 hours)
MATH020B Fractions (90 hours)
MATH020C Metric, Geometry and Graphing (45 hours)

* These two courses may be waived based on entrance placement .

Note: Some courses may not be available at all campuses