



2016 – 2017  
Academic Year  
Program Outlines  
&  
Fee Schedule

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# Accommodation Guest Services Certificate



## Description

This five course Certificate will prepare successful students for entry level positions within the accommodation sector and will focus on providing quality service to guests and supporting guest satisfaction. This program will combine theory and practical skills and has industry work experience incorporated into it.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply workplace skills to achieve personal and organization objectives.
3. Apply professional standards to achieve personal and organizational objectives.
4. Apply ethical standards to achieve personal and organizational objectives.

## Requirements:

### Semester 1

			Course Credits
			(Total Credits:15)
<b>HAT</b>	<b>6100</b>	<b>Introduction to the Accommodation Sector</b>	<b>3</b>
Students will receive a broad overview and introduction to the lodging industry. This course will explore the history, sub-sectors, careers, and trends in accommodations.			
<b>HAT</b>	<b>6101</b>	<b>Front Office Operations</b>	<b>3</b>
This course will present a systematic approach to front office procedures. Students will examine the flow of business throughout the guest cycle. Property Management Systems (PMS) will be explored.			
Pre-requisite : HAT - 6100 :			
<b>HAT</b>	<b>6102</b>	<b>Quality Service Integration</b>	<b>3</b>
This course explores ways to provide exceptional customer service at every opportunity through the guest cycle. Students will learn strategies to create, assess, and respond to, a variety of guest interactions in various situations.			
<b>HAT</b>	<b>6103</b>	<b>Work Experience</b>	<b>3</b>
Students will gain 250 hours of practical, industry experience. They will apply and integrate academic knowledge in an Accommodation Front Office position by carrying out assigned daily duties in the workplace. The workplace and position (paid or unpaid) in a qualified organization must be approved by the instructor.			
Pre-requisite : HAT - 6100 :			
Pre-requisite : HAT - 6101 :			
Pre-requisite : HAT - 6102 :			
Pre-requisite : COM - 1020 :			

**COM 1020 Workplace Communication (3-0-0 hrs)**

**3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

### Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

### Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

#### Changes to this Program

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# Accommodation Management Certificate



## Description

This 5 course program is designed for individuals who are currently employed within the accommodation sector and are looking for an opportunity to further develop and enhance their knowledge and advance their career potential. This Certificate is designed to ensure that learners will understand the human side of the Accommodation Management sector as they demonstrate effective planning, organizing, training, directing and evaluating employees and processes.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organization objectives.
3. Analyze business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Utilize business technologies to perform workplace duties.
9. Demonstrate effective supervisory and leadership skills.

## Requirements:

### Semester 1

			Course Credits (Total Credits:15)
<b>HAT</b>	<b>6105</b>	<b>Front Office Management</b>	<b>3</b>
<p>This course takes a managerial and entrepreneurial approach to the accommodation industry to ensure a property's profitability while meeting the needs of guests. Key topics include: management functions, decision making and problem solving, cost and sales concepts, and yield management and control principles.</p> <p>Pre-requisite : HAT - 6109 :</p>			
<b>HAT</b>	<b>6104</b>	<b>Accommodation Sales and Marketing</b>	<b>3</b>
<p>This course defines the scope and segmentation of the accommodations market including rooms, meetings and conventions, business and leisure segments, individual and group markets. The marketing mix and effective selling strategies will be explored as it relates to products and services. Students will demonstrate application of key principles.</p>			
<b>HAT</b>	<b>6108</b>	<b>Integrated Communications for Effective Management</b>	<b>3</b>
<p>Students will identify and discuss elements of effective communication. They will prepare materials that will enhance communication practices and be an extension of their management techniques. The scope of this course will cover principles of written and verbal interactions, internal and external communications, meeting preparation, delivery and recordkeeping, training, presentations, leading meetings, soliciting and utilizing feedback, and the use of various technologies.</p>			
<b>HAT</b>	<b>6109</b>	<b>Principles of Supervision in Hospitality and Tourism</b>	<b>3</b>
<p>This course is designed to provide students with the principles of supervision as they apply specifically to the hospitality and tourism industry. While recognizing relevant Alberta employment and human rights legislation, students will explore, develop, and apply effective strategies for</p>			

onboarding, training, supervising, evaluating, engaging, and empowering employees.

**HAT 6110 Managing for Quality Service**

**3**

In this course students will assess guest needs and develop business strategies that result in service excellence. The scope of this course involves opportunities to generate ideas and create procedures that integrate quality service into all aspects of the guest experience.

## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

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# Advanced Farrier Certificate



## Description

The Olds College Advanced Farrier Science Certificate program prepares its graduates to be self employed in the farrier industry by providing educational excellence in farriery, blacksmithing, anatomy and physiology, horsemanship, welding, recordkeeping and human relations.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Interact professionally with clients and colleagues within the farrier and equine industry.
2. Provide farrier customer service and client education.
3. Perform basic trimming and shoeing of the equine foot.
4. Perform modifications to machine made shoes in the forge.
5. Produce useable forging tools for the production of horseshoes.
6. Apply therapeutic and corrective horseshoes and appliances to the equine foot.
7. Demonstrate the ability to braze and lap weld in the gas and coal forge.
8. Weld using the manual arc process.
9. Weld using the oxy-acetylene equipment.
10. Build farrier and blacksmithing tools using the arc welding process as well as the oxy-acetylene process.
11. Perform basic computer skills utilizing Excel software to create basic records and financial reports for an independent farrier business.
12. Exercise ability to make sound choices in the safety and management of the horse.
13. Perform different modes of restraint to safely control and work on horses to create a safe working environment.
14. Apply horseshoes and shoeing techniques specific to the thoroughbred and standard bred industry.

## Requirements:

### Required Courses

			Course Credits
			(Total Credits:30)
<b>ACT</b>	<b>1000</b>	<b>Recordkeeping (1.5-0-1.5 hrs)</b>	<b>3</b>
Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.			
<b>FAR</b>	<b>1200</b>	<b>Equine Anatomy (3-0-0 hrs)</b>	<b>3</b>
Students learn terminology, anatomy and physiology of the horse with special emphasis on the limbs and feet.			
<b>DFS</b>	<b>1550</b>	<b>Directed Field Studies I</b>	<b>6</b>
Working with a practicing farrier, students will obtain practical experience and mentorship toward the successful achievement of their learning plan.			
Pre-requisite : FAR - 1300 :			
Pre-requisite : FAR - 1400 :			
<b>FAR</b>	<b>2400</b>	<b>Advanced Keg Shoe Modifications (1-5-0 hrs)</b>	<b>3</b>
Students will learn the application and modification of keg shoes to alter and correct gait faults and			

lameness.

Pre-requisite : FAR - 1300 :

Pre-requisite : FAR - 1400 :

**FAR 1300 Horse Handling and Horseshoeing (2-8-0 hrs) 3**

Students will practice safe and effective horse handling skills. They will also trim and shoe horses with machine-made and hand-made shoes.

**FAR 1400 Introduction to Blacksmithing (2-4-0 hrs) 3**

Students will learn the basic skills of blacksmithing by preparing and maintaining the coal forge fire and producing and maintaining basic forging tools and hand-made horseshoes.

**FAR 2500 Advanced Corrective and Therapeutic Forging (2-4.3-0 hrs) 3**

Students will learn how to make specialized horseshoes for specific therapeutic and abnormalities in gait and stance.

Pre-requisite : FAR - 1300 :

Pre-requisite : FAR - 1400 :

**FAR 1700 Farrier Welding (1-2-0 hrs) 3**

Students will gain an understanding of the safety, theory and techniques of oxy-acetylene welding and cutting, shielded metal arc welding and gas metal arc welding and machining. They will study electrode selection, welding metallurgy, repair and fabrication procedures and metal joint preparation.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

## Fee Payment and Refund Guidelines

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# Agricultural and Heavy Equipment Certificate



## Description

The Olds College Agricultural and Heavy Equipment Program prepares graduates for their careers by focusing on the analysis of systems, diagnosis of failures, and repair of equipment.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Employ current Occupational Health and Safety and Industry safety standards and procedures in the workplace
2. Communicate to achieve desired outcomes in industry
3. Make decisions regarding the adjustment and repair of agricultural and heavy equipment systems
4. Demonstrate proficiency in adjustment and repair of selected agricultural and heavy equipment systems to meet industry and government standards
5. Diagnose common faults on agricultural and heavy equipment
6. Maintain agricultural and heavy equipment
7. Use advanced technologies on agricultural and heavy equipment

## Requirements:

### Required Courses

			Course Credits (Total Credits:30)
<b>TEC</b>	<b>1100</b>	<b>Hydraulic and Electrical Basics (3-3-0 hrs)</b>  This course is an introduction to hydraulic and electrical principles and systems. Students will study hydraulic and electrical components, how they work and how they are connected in a system. Students will study open and closed center hydraulic systems, and how electricity is created and used. Working with hydraulic test benches, multimeters, circuit boards and other laboratory aids, the students will build and test a variety of selected hydraulic and electrical circuits. Using and interpreting electrical schematics, students will locate components and perform basic repairs on wiring harnesses.	<b>3</b>
<b>TEC</b>	<b>1133</b>	<b>Agricultural Equipment I</b>  This course is an introduction to agricultural equipment and drive systems. The student will become acquainted with the function, operation and adjustment of selected equipment. This shall include tractor performance, tillage, cutting, baling and forage equipment. Driveline components, light duty transmissions, clutches and differentials will also be studied.	<b>3</b>
<b>TEC</b>	<b>1026</b>	<b>Braking and Trailer Systems</b>  Students will gain an understanding of common braking and trailer systems. They will study the operation, repair and troubleshooting of air, hydraulic and electric braking systems, suspension systems and trailer components and systems. Together, students will repair selected brake systems and inspect selected trailer components.	<b>3</b>
<b>TEC</b>	<b>1000</b>	<b>Technician Basics (3-3-0)</b>  In this introductory course, the student will gain an understanding of shop procedures and practices. They will learn the use and care of selected measuring, hand and power tools, workplace safety and common industry practices. The student will construct selected shop projects.	<b>3</b>
<b>TEC</b>	<b>1604</b>	<b>Diesel Fuel Systems</b>	<b>3</b>

This is an in depth study of diesel fuel, selected mechanical fuel injection systems, and selected electronic controlled fuel injection systems. The students will study the process used to manufacture diesel fuel, safety and guidelines used for the handling and storage of diesel fuel. The student will describe the operating and testing principles of selected mechanical fuel injection systems, engine governor assemblies and fuel injectors used in diesel engines. The student also studies electronically controlled fuel systems and the capabilities of the technician to diagnose trouble codes and failures to stay within the emission regulations. Also included in this course the student will describe the operation of engine compression brakes and engine performance terminology as it pertains to dynamometer testing.

**TEC 1504 Engine Service and Repair 3**

This course is a detailed study of engine (gasoline and diesel) components, systems and repairs. Students will study in detail the cooling, lubrication, intake and exhaust systems of modern diesel engines. Students will disassemble a diesel engine, measure its components as part of the evaluation of the components, describe their function and reassemble the engine to industry specifications. Included in this activity the student will perform engine tune up procedures, preventative maintenance procedures and evaluate engine condition.

Pre-requisite : TEC - 1000 :

Corequisite : TEC - 1404 :

**TEC 1522 Starting and Charging Systems 3**

Students will study the operation, testing and repair of alternators, starting motors, batteries, and ignition components. Students will use paper manuals and a computer to retrieve service information as they would in a shop environment. The course also includes the study of basic electronics and electronic control systems.

Pre-requisite : TEC - 1100 :

**TEC 1404 Engine Fundamentals and Systems 3**

This course will introduce students to the fundamental operating and maintenance principles of gasoline and diesel engines. Students will be able to describe two and four stroke cycle engine operating principles for both gasoline and diesel engines. The student's descriptions will include parts identification preventative maintenance programs, engine lubrication, cooling, inlet and exhaust systems found on gasoline and diesel engines.

Pre-requisite : TEC - 1000 :

Corequisite : TEC - 1504 :

**WLD 1167 Introductory Welding (1-2-0 hrs) 3**

Students will gain an understanding of the safety, theory and techniques of oxy-Acetylene welding and cutting, shielded metal arc welding, and gas metal arc welding. They will study electrode selection, welding metallurgy, repair and fabrication procedures and metal joint preparation.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

### Graduation Requirements

- Completion of 30 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

### Fee Payment and Refund Guidelines

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# Agricultural and Heavy Equipment Diploma



## Description

The Olds College Agricultural and Heavy Equipment Program prepares graduates for their careers by focusing on the analysis of systems, diagnosis of failures, and repair of equipment.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Employ current OH&S and Industry safety standards and procedures in the workplace
2. Communicate to achieve desired outcomes in industry
3. Make decisions regarding the adjustment and repair of agricultural and heavy equipment systems
4. Demonstrate proficiency in adjustment and repair of selected agricultural and heavy equipment systems to meet industry and government standards
5. Diagnose common faults on agricultural and heavy equipment
6. Maintain agricultural and heavy equipment
7. Use advanced technologies on agricultural and heavy equipment

## Requirements:

### Required Courses

			Course Credits
			(Total Credits:15)
<b>TEC</b>	<b>2305</b>	<b>Hydraulics II</b>	<b>3</b>
		Students will study advanced hydraulic systems including open centre, closed centre, load sensing and pilot operated systems. The students will also study system schematic interpretation using technical manuals and testing and troubleshooting procedures. Selected system components will be disassembled to learn inspection and repair procedures.	
		Pre-requisite : TEC - 1100 :	
<b>TEC</b>	<b>2722</b>	<b>Electrical and Electronic Diagnostics</b>	<b>3</b>
		This course is a detailed study of major electrical systems, troubleshooting of components and circuits on selected pieces of equipment. Students will be involved in using diagnostic tools and schematics for troubleshooting faults on equipment. On-board computer controllers for the purpose of diagnostics will also be discussed.	
		Pre-requisite : TEC - 1522 :	
<b>TEC</b>	<b>2226</b>	<b>Off Road Systems</b>	<b>3</b>
		Students will gain an understanding of different types of undercarriages, their applications and selected ground engagement tools used in off-road equipment. They will study methods for evaluating wear, disassembly, usage and their effect on machine performance. Students will use safe handling and overhaul techniques to disassemble, measure and re-assembly undercarriages, track tension systems and ground engagement tools.	
		Pre-requisite : TEC - 1000 :	
<b>TEC</b>	<b>2338</b>	<b>HVAC Systems</b>	<b>3</b>
		This heating and air-conditioning course covers the theory of operation, system controls, servicing, and diagnostics of selected systems. Students will practice selected service procedures to industry standards on laboratory air conditioning units and live equipment. Students will be encouraged to	

obtain the Heating Refrigeration Air Conditioning Institute of Canada environmental awareness certification. This certification will be offered on the students' own time (evening) and at their own expense.

Pre-requisite : TEC - 1100 :

**TEC 2218 Steering and Suspension 3**

In this course students will study the fundamentals and service of steering and suspension equipment operated "on road" and "off road" including agricultural equipment. Students will also study wheel angles and alignment, and selected accessories or attachments associated with modern equipment.

Pre-requisite : TEC - 1000 :

Pre-requisite : TEC - 1026 :

**Agricultural Equipment Major**

Course Credits  
(Total Credits:15)

**TEC 2126 Hydraulic Shift Transmissions 3**

Students will study the theory, operation and service procedures of hydraulic/power shift transmissions, automatic transmissions, torque converters and hydraulic retarders used in off road equipment. The students will disassemble, inspect and reassemble a power shift or automatic transmission. The students will also study system schematic interpretation using technical manuals and testing and trouble shooting procedures.

Pre-requisite : TEC - 1100 :

Pre-requisite : TEC - 2305 :

**TEC 2433 Agricultural Equipment II 3**

Students will study equipment used in seeding, spraying and harvesting, including some of the monitors and GPS systems used on this equipment. Precision Farming practices, components and software will also be studied.

Pre-requisite : TEC - 1133 :

**TEC 2733 Agricultural Equipment Repair 3**

Students will gain experience in the overhaul and repair of agricultural equipment. They will use service and parts manuals to disassemble, analyze, repair and reassemble agricultural equipment. The course will use current shop procedures and practices to give the student knowledge of how an agricultural equipment repair shop operates.

Pre-requisite : TEC - 1000 :

Pre-requisite : TEC - 1133 :

**TEC 2705 Hydraulics III 3**

Students will study hydrostatic drive systems, off road hydrostatic crawler and skid steer steering systems and electrical/electronically controlled hydraulic systems. The students will also study system schematic interpretation using technical manuals and testing and troubleshooting procedures. Selected system components will be disassembled to learn inspection and repair procedures.

Pre-requisite : TEC - 2305 :

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**Heavy Equipment Major**

Course Credits

<b>TEC</b>	<b>2126</b>	<b>Hydraulic Shift Transmissions</b>	<b>3</b>
<p>Students will study the theory, operation and service procedures of hydraulic/power shift transmissions, automatic transmissions, torque converters and hydraulic retarders used in off road equipment. The students will disassemble, inspect and reassemble a power shift or automatic transmission. The students will also study system schematic interpretation using technical manuals and testing and trouble shooting procedures.</p> <p>Pre-requisite : TEC - 1100 :</p> <p>Pre-requisite : TEC - 2305 :</p>			
<b>TEC</b>	<b>2436</b>	<b>On Road Power Trains</b>	<b>3</b>
<p>This is a detailed course covering basic power train applications to heavy duty applications found in equipment (trucks) operated normally "on road". The students will study topic areas from basic principles, fundamentals and repairs of clutches, transmissions, drivelines, differentials and transfer cases. Students will disassemble, troubleshoot, evaluate and reassemble selected power train components.</p> <p>Pre-requisite : TEC - 1000 :</p> <p>Pre-requisite : TEC - 1133 :</p>			
<b>TEC</b>	<b>2749</b>	<b>Heavy Equipment Repair</b>	<b>3</b>
<p>Students will gain experience in the overhaul and repair of heavy equipment. They will use service and parts manuals to disassemble, analyze, repair and reassemble heavy equipment. The course will use current shop procedures and practices to give the student knowledge of how a heavy equipment repair shop operates.</p> <p>Pre-requisite : TEC - 1100 :</p> <p>Pre-requisite : TEC - 2226 :</p>			
<b>TEC</b>	<b>2705</b>	<b>Hydraulics III</b>	<b>3</b>
<p>Students will study hydrostatic drive systems, off road hydrostatic crawler and skid steer steering systems and electrical/electronically controlled hydraulic systems. The students will also study system schematic interpretation using technical manuals and testing and troubleshooting procedures. Selected system components will be disassembled to learn inspection and repair procedures.</p> <p>Pre-requisite : TEC - 2305 :</p>			
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.</p>			

## Graduation Requirements

- Completion of 60 credits
- Completion of 30 credits from a Certificate program in related field
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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# Agricultural Management - Finance Major Diploma



## Description

The Olds College Agricultural Management Diploma prepares graduates for entry into careers managing agricultural production, service and value-adding enterprises.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate professionally with stakeholders.
2. Develop enterprise goals and plans.
3. Apply problem solving strategies throughout the agri-value chain.
4. Apply project management principles to achieve defined project outcomes.
5. Appraise the performance of self and others.
6. Apply business principles to achieve organization goals.
7. Assess local and global market opportunities.
8. Assess animal and plant production and processing systems.
9. Assess the use of technology in the production and processing of food and non-food agricultural products.
10. Develop business plans.
11. Analyze financial statements.
12. Assess the financial strength of an agri-business.
13. Assess the payment capacity of an agri-business.
14. Appraise strategic aspects of an agri-business.
15. Evaluate the strategic management practices of an agri-business.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>AMT</b>	<b>1035</b>	<b>Agricultural Management Principles (3-0-0 hrs)</b>	<b>3</b>
		The learner develops fundamental concepts of business management within the context of agriculture. These basic tools will provide the foundation for sound business decisions as they relate to all aspects and functional areas of the organization. Micro and Macro economic theory will be learned and applied as they relate to the agricultural industry.	
<b>AGN</b>	<b>1240</b>	<b>Principles of Crop Production (3-3-0 hrs)</b>	<b>3</b>
		This course takes a systems approach to Western Canadian agricultural crop production. Topics in land preparation, crop selection, crop establishment, and harvesting will be discussed in conjunction with basic soil characteristics and plant morphology. Identification of major Canadian crops and their product end use will also prepare the student for further studies in Agronomy.	
<b>LVS</b>	<b>1370</b>	<b>Principles of Animal Agriculture (3-3-0 hrs)</b>	<b>3</b>
		In this introductory course, students examine fundamental principles of physiology, nutrition and animal health as well as participating in "hands-on" labs. This course also studies global production demographics, production trends and current issues affecting livestock industries.	
<b>AMT</b>	<b>1040</b>	<b>Survey of Agribusiness (3-0-0 hrs)</b>	<b>3</b>



This is an introductory course on the nature of agricultural business from both a local and an international perspective. The learner explores the global policy framework as well as national laws and programs which support agricultural enterprise. Selected sectors of the industry are then investigated with these perspectives in mind.

**AMT 1335 Agribusiness Accounting (3-3-0 hrs) 3**

The learner generates financial records and statements, using generally accepted accounting principles, for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**MKG 1021 Marketing Principles (3-0-0 hrs) 3**

This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.

**AMT 1360 Agribusiness Information Technology (3-1.5-0 hrs) 3**

This course is an overview of selected agri-business technological tools and software. Students apply and evaluate selected business software applications, examine business web activities and assess selected business reports.

**MEC 1050 Machinery and Technology (3-3-0 hrs) 3**

This course is a general overview of the farm machinery and technology used in Western Canada. Students will become familiar with the uses and purposes of tractors and combines as well as tillage, seeding, spraying and forage equipment. Precision Farming principles and components will also be studied.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**AMT 2600 Agricultural Asset Valuation (3-0-0 hrs) 3**

The learner is provided with the fundamental principles by which to estimate the value of an agribusiness asset. These principles will be applied to a variety of assets including land, major structures, equipment, and inventory.

Pre-requisite : AMT - 1335 :

or

**FIN 2135 Financial Lending (3-0-0 hrs) 3**

The learner applies accounting fundamentals and advanced analysis procedures to the field of agricultural lending. Financial statement information is compiled and verified. Techniques such as trend and ratio analysis are used to assess the credit risk associated with an agricultural business. While the primary emphasis is from the perspective of the lender, borrowers are able to apply the information to strengthen their negotiating position.

Pre-requisite : AMT - 1335 :

\*AMT 2600 and FIN  
2135 will be offered  
in alternate years  
with a combined  
cohort of first and  
second year

students.;

**SEMESTER 3**

			Course Credits (Total Credits:9)
<b>ACT</b>	<b>2010</b>	<b>Managerial Accounting (3-0-2 hrs)</b>	<b>3</b>
<p>The course will introduce elements of decision making and company control with a focus on the decision making based on quantitative (numerical) analysis. The goal is to provide a background for improved strategic company decisions.</p> <p>Pre-requisite : ACT - 1011 :or</p> <p>Pre-requisite : equivalent</p>			
<b>AMT</b>	<b>2035</b>	<b>Agribusiness Financial Management (3-0-0 hrs)</b>	<b>3</b>
<p>This is a course on business management practices and processes for decision making. The impact of money management on business performance is examined through the application of selected budgeting processes and business risk assessments.</p> <p>Pre-requisite : AMT - 1335 :</p>			
<b>MGT</b>	<b>1060</b>	<b>Business Law (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces the learner to elements of the law that play a significant role in business relationships. Specific topics include the dispute resolution process, the law of organizations, contracts and torts, commercial transactions, plus selected relevant legislation.</p> <p>Elective: Course from Semester 3 Approved electives list below</p> <p>Elective: Course from Semester 3 Approved electives list below</p>			

**SEMESTER 3 - Approved Electives**

			Course Credits (Total Credits:6)
<b>AGN</b>	<b>2640</b>	<b>Principles of Soils and Crop Nutrition (3-2-0 hrs)</b>	<b>3</b>
<p>This course provides the learner with the principles of soil characteristics, soil fertility and fertilizer application. The learner will study chemical and physical soil properties, essential plant nutrients, soil testing, fertilizer types and application methods. Soil sampling techniques, interpretation of soil test reports, and development of fertilizer blends will be performed.</p> <p>Pre-requisite : AGN - 1240 :</p>			
<b>LVS</b>	<b>2570</b>	<b>Livestock Breeding Strategies (3-1.5-0 hrs)</b>	<b>3</b>
<p>This course will emphasize reproduction and genetic strategies with the objective to meet the goals for your breeding stock. Students will have the opportunity to concentrate on species of personal interest; as such there will be a requirement for significant self study and report writing. Participation in activities on the Olds College farm and trips to local livestock enterprises will be expected.</p> <p>Pre-requisite : LVS - 1370 :</p>			
<b>LVS</b>	<b>2470</b>	<b>Livestock Health and Disease (3-3-0 hrs)</b>	<b>3</b>
<p>Students are instructed regarding basic concepts of livestock diseases including their causes, clinical signs, treatment and prevention. This course is intended for the Agricultural Management program.</p> <p>Pre-requisite : LVS - 1370 :</p>			
<b>MEC</b>	<b>2060</b>	<b>Precision Cropping Systems (3-0-0 hrs)</b>	<b>3</b>
<p>In this course selected electronic monitors and controllers used on tractors, seeders, sprayers and combines will be studied. Students will also become more familiar with equipment and software used in Precision Farming practices.</p>			

Pre-requisite : MEC - 1050 :

**SEMESTER 4**

Course Credits  
(Total Credits:12)

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**MEC 1490 Farmstead Management (3-3-0 hrs) 3**

This course is a general overview of farmstead planning, structures and utility systems. Students study floor planning, building materials, foundations, framing types, technical drawings, environmental controls, electrical and gas, water and sewage systems. Safety, maintenance, relevant codes and environmental planning issues are also studied.

**AMT 2630 Agribusiness Planning and Management (3-2-0 hrs) 3**

This course allows the learner to integrate concepts from other agricultural management courses in the preparation and presentation of a business plan related to an agri-business or agri-value venture.

Pre-requisite : AMT - 1035 :and

Pre-requisite : AMT - 1335 :and

Pre-requisite : MKG - 1021 :

**FIN 2135 Financial Lending (3-0-0 hrs) 3**

The learner applies accounting fundamentals and advanced analysis procedures to the field of agricultural lending. Financial statement information is compiled and verified. Techniques such as trend and ratio analysis are used to assess the credit risk associated with an agricultural business. While the primary emphasis is from the perspective of the lender, borrowers are able to apply the information to strengthen their negotiating position.

Pre-requisite : AMT - 1335 :

or

**AMT 2600 Agricultural Asset Valuation (3-0-0 hrs) 3**

The learner is provided with the fundamental principles by which to estimate the value of an agribusiness asset. These principles will be applied to a variety of assets including land, major structures, equipment, and inventory.

Pre-requisite : AMT - 1335 :

Elective: Course from Semester 4 Approved electives list below

\*AMT 2600 and FIN 2135 will be offered in alternate years with a combined cohort of first and second year students.;

**SEMESTER 4 - Approved Electives**

Course Credits  
(Total Credits:3)

**LVS 2370 Livestock Nutrition (3-3-0 hrs) 3**

This course applies the principles of nutrition to livestock. It includes a discussion of nutrients, nutrient requirements, sources of nutrients and their cost. It also includes meeting the nutrient requirements of various livestock species through ration balancing.

	Pre-requisite : LVS - 1370 :		
<b>LVS</b>	<b>2070</b>	<b>Beef Cattle Management (3-0-0 hrs)</b>	<b>3</b>
	This course deals with beef production from the birth to slaughter. The objective will be to prepare students to manage a cow/calf herd throughout the yearly cycle. Various options for marketing their calves including retained ownership will be investigated. Feedlot management principles will also be evaluated so participants will have an understanding of the whole value chain. Students will participate in calving rotations and feeding rotations.		
<b>AGN</b>	<b>2240</b>	<b>Field Crop Management (3-3-0 hrs)</b>	<b>3</b>
	Students will explore advanced topics in field crop management. These will include plant growth and development under various environmental conditions, crop genetic improvement through plant breeding, Canadian agricultural production systems, harvesting, storage and quality evaluation of crops, and processing of crops for food and industrial by-products. Identification of Western Canadian field crops will be emphasized.		
	Pre-requisite : AGN - 1240 :		
<b>AGN</b>	<b>1540</b>	<b>Introductory Pest Management (3-2-0 hrs)</b>	<b>3</b>
	Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.		
	Pre-requisite : AGN - 1240 :or		
	Pre-requisite : PLS - 1010 :and		
	Pre-requisite : SOI - 1000 :		

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

### Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

#### Changes to this Program

Every effort has been made to ensure that information in this program is accurate at the time of publication. The College reserves the right to change programs if it becomes necessary so that program content remains relevant. In such cases, Olds College will provide clear and timely notice of the changes.

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# Agricultural Management - Marketing Major Diploma



## Description

The Olds College Agricultural Management Diploma prepares graduates for entry into careers managing agricultural production, service and value-adding enterprises.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate professionally with stakeholders.
2. Develop enterprise goals and plans.
3. Apply problem solving strategies throughout the agri-value chain.
4. Apply project management principles to achieve defined project outcomes.
5. Appraise the performance of self and others.
6. Apply business principles to achieve organization goals.
7. Assess local and global market opportunities.
8. Assess animal and plant production and processing systems.
9. Assess the use of technology in the production and processing of food and non-food agricultural products.
10. Develop business plans.
11. Apply the principles of marketing to create a marketing mix.
12. Develop pricing strategies for value added activities.
13. Develop customer relationship management (CRM) strategies.
14. Utilize E-marketing strategies in the professional selling process.
15. Apply the sales process and professional selling skills.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>AMT</b>	<b>1035</b>	<b>Agricultural Management Principles (3-0-0 hrs)</b>	<b>3</b>
<p>The learner develops fundamental concepts of business management within the context of agriculture. These basic tools will provide the foundation for sound business decisions as they relate to all aspects and functional areas of the organization. Micro and Macro economic theory will be learned and applied as they relate to the agricultural industry.</p>			
<b>AMT</b>	<b>1040</b>	<b>Survey of Agribusiness (3-0-0 hrs)</b>	<b>3</b>
<p>This is an introductory course on the nature of agricultural business from both a local and an international perspective. The learner explores the global policy framework as well as national laws and programs which support agricultural enterprise. Selected sectors of the industry are then investigated with these perspectives in mind.</p>			
<b>AGN</b>	<b>1240</b>	<b>Principles of Crop Production (3-3-0 hrs)</b>	<b>3</b>
<p>This course takes a systems approach to Western Canadian agricultural crop production. Topics in land preparation, crop selection, crop establishment, and harvesting will be discussed in conjunction with basic soil characteristics and plant morphology. Identification of major Canadian crops and their product end use will also prepare the student for further studies in Agronomy.</p>			

<b>AMT</b>	<b>1335</b>	<b>Agribusiness Accounting (3-3-0 hrs)</b>	<b>3</b>
<p>The learner generates financial records and statements, using generally accepted accounting principles, for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.</p>			
<b>LVS</b>	<b>1370</b>	<b>Principles of Animal Agriculture (3-3-0 hrs)</b>	<b>3</b>
<p>In this introductory course, students examine fundamental principles of physiology, nutrition and animal health as well as participating in “hands-on” labs. This course also studies global production demographics, production trends and current issues affecting livestock industries.</p>			
<b>SEMESTER 2</b>			
			Course Credits
			(Total Credits:12)
<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>
<p>This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.</p>			
<b>AMT</b>	<b>1360</b>	<b>Agribusiness Information Technology (3-1.5-0 hrs)</b>	<b>3</b>
<p>This course is an overview of selected agri-business technological tools and software. Students apply and evaluate selected business software applications, examine business web activities and assess selected business reports.</p>			
<b>MEC</b>	<b>1050</b>	<b>Machinery and Technology (3-3-0 hrs)</b>	<b>3</b>
<p>This course is a general overview of the farm machinery and technology used in Western Canada. Students will become familiar with the uses and purposes of tractors and combines as well as tillage, seeding, spraying and forage equipment. Precision Farming principles and components will also be studied.</p>			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
<p>In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
<p>Elective: Course from Semester 2 Approved electives list below</p>			
<b>SEMESTER 2 Approved Electives:</b>			
			Course Credits
			(Total Credits:3)
<b>LVS</b>	<b>2370</b>	<b>Livestock Nutrition (3-3-0 hrs)</b>	<b>3</b>
<p>This course applies the principles of nutrition to livestock. It includes a discussion of nutrients, nutrient requirements, sources of nutrients and their cost. It also includes meeting the nutrient requirements of various livestock species through ration balancing.</p>			
<p>Pre-requisite : LVS - 1370 :</p>			
<b>LVS</b>	<b>2070</b>	<b>Beef Cattle Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course deals with beef production from the birth to slaughter. The objective will be to prepare students to manage a cow/calf herd throughout the yearly cycle. Various options for marketing their calves including retained ownership will be investigated. Feedlot management principles will also be evaluated so participants will have an understanding of the whole value chain. Students will participate in calving rotations and feeding rotations.</p>			
<b>AGN</b>	<b>2240</b>	<b>Field Crop Management (3-3-0 hrs)</b>	<b>3</b>
<p>Students will explore advanced topics in field crop management. These will include plant growth and development under various environmental conditions, crop genetic improvement through plant breeding, Canadian agricultural production systems, harvesting, storage and quality evaluation of</p>			

crops, and processing of crops for food and industrial by-products. Identification of Western Canadian field crops will be emphasized.

Pre-requisite : AGN - 1240 :

**AGN 1540 Introductory Pest Management (3-2-0 hrs) 3**

Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.

Pre-requisite : AGN - 1240 :or

Pre-requisite : PLS - 1010 :and

Pre-requisite : SOI - 1000 :

**SEMESTER 3**

Course Credits  
(Total Credits:6)

**MKG 2020 Professional Selling/Customer Relations Management (3-0-0 hrs) 3**

This course is designed for business and agricultural management diplomas - marketing stream majors. The emphasis is on developing successful sales professionals and the competencies necessary to effectively manage the sales process. This is also an excellent foundational course for students pursuing an entrepreneurial career. The course is broken into three components. Specifically, 1) the development of personal and business goal setting ability, 2) the development of sales skills, and 3) the use of Customer Relationship Management (CRM) techniques. This course has an applied focus which is achieved by in-class role playing workshops, industry speakers and some field study.

**AMT 2020 Advanced Product Marketing (3-0-0 hrs) 3**

This is an advanced course on marketing as it relates to profitable pricing decisions using breakeven information. There will be an opportunity to focus on a commodity of choice as it relates to the Canadian Grading System, strategic commodity sales and the creation of promotional materials. The development and presentation of an in depth marketing plan will demonstrate the importance of strategically pricing both inputs and outputs within an agricultural business.

Pre-requisite : AMT - 1035 :and

Pre-requisite : AMT - 1360 :

Elective: Course from Semester 3 Approved electives list below

Elective: Course from Semester 3 Approved electives list below

Elective: Course from Semester 3 Approved electives list below

**SEMESTER 3 Approved Electives:**

Course Credits  
(Total Credits:9)

**AGN 2640 Principles of Soils and Crop Nutrition (3-2-0 hrs) 3**

This course provides the learner with the principles of soil characteristics, soil fertility and fertilizer application. The learner will study chemical and physical soil properties, essential plant nutrients, soil testing, fertilizer types and application methods. Soil sampling techniques, interpretation of soil test reports, and development of fertilizer blends will be performed.

Pre-requisite : AGN - 1240 :

**LVS 2570 Livestock Breeding Strategies (3-1.5-0 hrs) 3**

This course will emphasize reproduction and genetic strategies with the objective to meet the goals for your breeding stock. Students will have the opportunity to concentrate on species of personal interest; as such there will be a requirement for significant self study and report writing. Participation in activities on the Olds College farm and trips to local livestock enterprises will be expected.

	Pre-requisite : LVS - 1370 :		
<b>LVS</b>	<b>2470</b>	<b>Livestock Health and Disease (3-3-0 hrs)</b>	<b>3</b>
	Students are instructed regarding basic concepts of livestock diseases including their causes, clinical signs, treatment and prevention. This course is intended for the Agricultural Management program.		
	Pre-requisite : LVS - 1370 :		
<b>MEC</b>	<b>2060</b>	<b>Precision Cropping Systems (3-0-0 hrs)</b>	<b>3</b>
	In this course selected electronic monitors and controllers used on tractors, seeders, sprayers and combines will be studied. Students will also become more familiar with equipment and software used in Precision Farming practices.		
	Pre-requisite : MEC - 1050 :		

**SEMESTER 4**

			Course Credits (Total Credits:9)
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
	This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.		
<b>AMT</b>	<b>2630</b>	<b>Agribusiness Planning and Management (3-2-0 hrs)</b>	<b>3</b>
	This course allows the learner to integrate concepts from other agricultural management courses in the preparation and presentation of a business plan related to an agri-business or agri-value venture.		
	Pre-requisite : AMT - 1035 :and		
	Pre-requisite : AMT - 1335 :and		
	Pre-requisite : MKG - 1021 :		
<b>MKG</b>	<b>2680</b>	<b>eMarketing (3-0-0 hrs)</b>	<b>3</b>
	Students acquire the necessary skills to develop eMarketing campaigns and manage eMarketing plans from a marketing, as well as managerial perspective. Topics include developing an eMarketing campaign, using online analytics to track success, using social media to market, search engine optimization and affiliate programs.		
	Pre-requisite : MKG - 1021 :or		
	Pre-requisite : MKG - 1020 :and		
	Pre-requisite : AMT - 1360 :		
	Elective: Course from Semester 4 Approved electives list below		
	Elective: Course from Semester 4 Approved electives list below		

**SEMESTER 4 Approved Electives:**

			Course Credits (Total Credits:6)
<b>LVS</b>	<b>2370</b>	<b>Livestock Nutrition (3-3-0 hrs)</b>	<b>3</b>
	This course applies the principles of nutrition to livestock. It includes a discussion of nutrients, nutrient requirements, sources of nutrients and their cost. It also includes meeting the nutrient requirements of various livestock species through ration balancing.		
	Pre-requisite : LVS - 1370 :		
<b>LVS</b>	<b>2070</b>	<b>Beef Cattle Management (3-0-0 hrs)</b>	<b>3</b>
	This course deals with beef production from the birth to slaughter. The objective will be to prepare students to manage a cow/calf herd throughout the yearly cycle. Various options for marketing their		



calves including retained ownership will be investigated. Feedlot management principles will also be evaluated so participants will have an understanding of the whole value chain. Students will participate in calving rotations and feeding rotations.

**AGN 2240 Field Crop Management (3-3-0 hrs) 3**

Students will explore advanced topics in field crop management. These will include plant growth and development under various environmental conditions, crop genetic improvement through plant breeding, Canadian agricultural production systems, harvesting, storage and quality evaluation of crops, and processing of crops for food and industrial by-products. Identification of Western Canadian field crops will be emphasized.

Pre-requisite : AGN - 1240 :

**AGN 1540 Introductory Pest Management (3-2-0 hrs) 3**

Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.

Pre-requisite : AGN - 1240 :or

Pre-requisite : PLS - 1010 :and

Pre-requisite : SOI - 1000 :

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

Every effort has been made to ensure that information in this program is accurate at the time of publication. The College reserves the right to change programs if it becomes necessary so that program content remains relevant. In such cases, Olds College will provide clear and timely notice of the changes.

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# Agricultural Management - Production Major Diploma



## Description

The Olds College Agricultural Management Diploma prepares graduates for entry into careers managing agricultural production, service and value-adding enterprises.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate professionally with stakeholders.
2. Develop enterprise goals and plans.
3. Apply problem solving strategies throughout the agri-value chain.
4. Apply project management principles to achieve defined project outcomes.
5. Appraise the performance of self and others.
6. Apply business principles to achieve organization goals.
7. Assess local and global market opportunities.
8. Assess animal and plant production and processing systems.
9. Assess the use of technology in the production and processing of food and non-food agricultural products.
10. Develop business plans.
11. Solve problems relating to production and management.
12. Manage financial information and physical records for decision making.
13. Apply principles and practices of livestock production.
14. Apply principles and practices of crop production.
15. Implement marketing strategies.
16. Comply with regulatory requirements associated with production and management.
17. Practice land and water resource stewardship.
18. Manage ecological, economic, and social issues of production decisions and processes.
19. Manage agricultural development using appropriate technology.
20. Manage agricultural equipment.
21. Develop strategies to address production variability.
22. Implement risk management strategies.
23. Utilize technology associated with production and management.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>AMT</b>	<b>1035</b>	<b>Agricultural Management Principles (3-0-0 hrs)</b>	<b>3</b>
<p>The learner develops fundamental concepts of business management within the context of agriculture. These basic tools will provide the foundation for sound business decisions as they relate to all aspects and functional areas of the organization. Micro and Macro economic theory will be learned and applied as they relate to the agricultural industry.</p>			
<b>AMT</b>	<b>1335</b>	<b>Agribusiness Accounting (3-3-0 hrs)</b>	<b>3</b>
<p>The learner generates financial records and statements, using generally accepted accounting principles, for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.</p>			
<b>AGN</b>	<b>1240</b>	<b>Principles of Crop Production (3-3-0 hrs)</b>	<b>3</b>

This course takes a systems approach to Western Canadian agricultural crop production. Topics in land preparation, crop selection, crop establishment, and harvesting will be discussed in conjunction with basic soil characteristics and plant morphology. Identification of major Canadian crops and their product end use will also prepare the student for further studies in Agronomy.

**LVS 1370 Principles of Animal Agriculture (3-3-0 hrs) 3**

In this introductory course, students examine fundamental principles of physiology, nutrition and animal health as well as participating in "hands-on" labs. This course also studies global production demographics, production trends and current issues affecting livestock industries.

**AMT 1040 Survey of Agribusiness (3-0-0 hrs) 3**

This is an introductory course on the nature of agricultural business from both a local and an international perspective. The learner explores the global policy framework as well as national laws and programs which support agricultural enterprise. Selected sectors of the industry are then investigated with these perspectives in mind.

**SEMESTER 2**

Course Credits  
(Total Credits:12)

**MKG 1021 Marketing Principles (3-0-0 hrs) 3**

This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.

**AMT 1360 Agribusiness Information Technology (3-1.5-0 hrs) 3**

This course is an overview of selected agri-business technological tools and software. Students apply and evaluate selected business software applications, examine business web activities and assess selected business reports.

**MEC 1050 Machinery and Technology (3-3-0 hrs) 3**

This course is a general overview of the farm machinery and technology used in Western Canada. Students will become familiar with the uses and purposes of tractors and combines as well as tillage, seeding, spraying and forage equipment. Precision Farming principles and components will also be studied.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

Elective: Course from Semester 2 Approved electives list below

**SEMESTER 2 Approved Electives:**

Course Credits  
(Total Credits:3)

**LVS 2370 Livestock Nutrition (3-3-0 hrs) 3**

This course applies the principles of nutrition to livestock. It includes a discussion of nutrients, nutrient requirements, sources of nutrients and their cost. It also includes meeting the nutrient requirements of various livestock species through ration balancing.

Pre-requisite : LVS - 1370 :

**LVS 2070 Beef Cattle Management (3-0-0 hrs) 3**

This course deals with beef production from the birth to slaughter. The objective will be to prepare students to manage a cow/calf herd throughout the yearly cycle. Various options for marketing their calves including retained ownership will be investigated. Feedlot management principles will also be evaluated so participants will have an understanding of the whole value chain. Students will

participate in calving rotations and feeding rotations.

**AGN 2240 Field Crop Management (3-3-0 hrs) 3**

Students will explore advanced topics in field crop management. These will include plant growth and development under various environmental conditions, crop genetic improvement through plant breeding, Canadian agricultural production systems, harvesting, storage and quality evaluation of crops, and processing of crops for food and industrial by-products. Identification of Western Canadian field crops will be emphasized.

Pre-requisite : AGN - 1240 :

**AGN 1540 Introductory Pest Management (3-2-0 hrs) 3**

Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.

Pre-requisite : AGN - 1240 :or

Pre-requisite : PLS - 1010 :and

Pre-requisite : SOI - 1000 :

**SEMESTER 3**

Course Credits  
(Total Credits:9)

**AGN 2540 Range and Forage Crop Management (3-3-0 hrs) 3**

This course focusses on the multifaceted forage crop and range management industry; identification, use and management of native and agronomic species in perennial ecosystems will be emphasized. Practical skills including utilizing plant keys, plant inventories, assessment of plant health, habitat and herbivore management are reviewed. A collection of native and agronomic plant species will be compiled into a manual for future reference.

Pre-requisite : AGN - 1240 :

**AMT 2020 Advanced Product Marketing (3-0-0 hrs) 3**

This is an advanced course on marketing as it relates to profitable pricing decisions using breakeven information. There will be an opportunity to focus on a commodity of choice as it relates to the Canadian Grading System, strategic commodity sales and the creation of promotional materials. The development and presentation of an in depth marketing plan will demonstrate the importance of strategically pricing both inputs and outputs within an agricultural business.

Pre-requisite : AMT - 1035 :and

Pre-requisite : AMT - 1360 :

**AMT 2035 Agribusiness Financial Management (3-0-0 hrs) 3**

This is a course on business management practices and processes for decision making. The impact of money management on business performance is examined through the application of selected budgeting processes and business risk assessments.

Pre-requisite : AMT - 1335 :

Elective: Course from Semester 3 Approved electives list below

Elective: Course from Semester 3 Approved electives list below

**SEMESTER 3 Approved Electives:**

Course Credits  
(Total Credits:6)

**AGN 2640 Principles of Soils and Crop Nutrition (3-2-0 hrs) 3**

This course provides the learner with the principles of soil characteristics, soil fertility and fertilizer

application. The learner will study chemical and physical soil properties, essential plant nutrients, soil testing, fertilizer types and application methods. Soil sampling techniques, interpretation of soil test reports, and development of fertilizer blends will be performed.

Pre-requisite : AGN - 1240 :

**LVS 2570 Livestock Breeding Strategies (3-1.5-0 hrs) 3**

This course will emphasize reproduction and genetic strategies with the objective to meet the goals for your breeding stock. Students will have the opportunity to concentrate on species of personal interest; as such there will be a requirement for significant self study and report writing. Participation in activities on the Olds College farm and trips to local livestock enterprises will be expected.

Pre-requisite : LVS - 1370 :

**LVS 2470 Livestock Health and Disease (3-3-0 hrs) 3**

Students are instructed regarding basic concepts of livestock diseases including their causes, clinical signs, treatment and prevention. This course is intended for the Agricultural Management program.

Pre-requisite : LVS - 1370 :

**MEC 2060 Precision Cropping Systems (3-0-0 hrs) 3**

In this course selected electronic monitors and controllers used on tractors, seeders, sprayers and combines will be studied. Students will also become more familiar with equipment and software used in Precision Farming practices.

Pre-requisite : MEC - 1050 :

**SEMESTER 4**

Course Credits  
(Total Credits:12)

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**MEC 1490 Farmstead Management (3-3-0 hrs) 3**

This course is a general overview of farmstead planning, structures and utility systems. Students study floor planning, building materials, foundations, framing types, technical drawings, environmental controls, electrical and gas, water and sewage systems. Safety, maintenance, relevant codes and environmental planning issues are also studied.

**AGN 2740 Environmental Farm Management (3-1-0 hrs) 3**

This course studies the practices of soil and water management and their application in sustainable agricultural systems. Students discuss the management of problem soils, water sheds and riparian areas. This course also examines soil conservation strategies, carbon sequestration and environmental farm planning.

Pre-requisite : AGN - 1240 :

**AMT 2630 Agribusiness Planning and Management (3-2-0 hrs) 3**

This course allows the learner to integrate concepts from other agricultural management courses in the preparation and presentation of a business plan related to an agri-business or agri-value venture.

Pre-requisite : AMT - 1035 :and

Pre-requisite : AMT - 1335 :and

Pre-requisite : MKG - 1021 :

Elective: Course from Semester 4 Approved electives list below

**SEMESTER 4 Approved Electives:**

			Course Credits (Total Credits:3)
<b>LVS</b>	<b>2370</b>	<b>Livestock Nutrition (3-3-0 hrs)</b>	<b>3</b>
<p>This course applies the principles of nutrition to livestock. It includes a discussion of nutrients, nutrient requirements, sources of nutrients and their cost. It also includes meeting the nutrient requirements of various livestock species through ration balancing.</p> <p>Pre-requisite : LVS - 1370 :</p>			
<b>LVS</b>	<b>2070</b>	<b>Beef Cattle Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course deals with beef production from the birth to slaughter. The objective will be to prepare students to manage a cow/calf herd throughout the yearly cycle. Various options for marketing their calves including retained ownership will be investigated. Feedlot management principles will also be evaluated so participants will have an understanding of the whole value chain. Students will participate in calving rotations and feeding rotations.</p>			
<b>AGN</b>	<b>2240</b>	<b>Field Crop Management (3-3-0 hrs)</b>	<b>3</b>
<p>Students will explore advanced topics in field crop management. These will include plant growth and development under various environmental conditions, crop genetic improvement through plant breeding, Canadian agricultural production systems, harvesting, storage and quality evaluation of crops, and processing of crops for food and industrial by-products. Identification of Western Canadian field crops will be emphasized.</p> <p>Pre-requisite : AGN - 1240 :</p>			
<b>AGN</b>	<b>1540</b>	<b>Introductory Pest Management (3-2-0 hrs)</b>	<b>3</b>
<p>Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.</p> <p>Pre-requisite : AGN - 1240 :or</p> <p>Pre-requisite : PLS - 1010 :and</p> <p>Pre-requisite : SOI - 1000 :</p>			

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

Every effort has been made to ensure that information in this program is accurate at the time of publication. The College reserves the right to change programs if it becomes necessary so that program content remains relevant. In such cases, Olds College will provide clear and timely notice of the changes.

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Effective Date: 05/01/2016



# Agronomy Certificate - Level I Certificate



## Description

The Olds College Agronomy Certificate Program prepares graduates to support the agri-service industry by providing practical training in crop production systems, nutrition and protection. "Train your employees as they work." This entry level certificate is designed to answer industry's call for trained crop scouts who possess basic agronomic skills. Interactive online discussion will be emphasized to meet the individual learner's needs and an on-campus field school will cap the program of study. The targeted student is the part-time learner who requires a blended learning opportunity while working within the crop inputs industry. They may have had previous post-secondary training but lack specific knowledge in agriculture or they may have agricultural experience in another country but require specific training in Western Canadian farming practices.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Explain production systems for selected agricultural crops.
2. Describe crop nutrition and fertility practices.
3. Document pest populations.
4. Explain integrated pest management.
5. Collect field data.
6. Use selected technologies.
7. Communicate clearly and concisely with agricultural stakeholders.

## Requirements:

### Required Courses

			Course Credits
			(Total Credits:18)
<b>AGN</b>	<b>6000</b>	<b>Crop Productions Systems</b>	<b>3</b>
<p>An overview of basic botany and the production cycle for agricultural crops in Western Canada. Students will learn the steps of land preparation, seeding, harvesting, and storage of grains, oilseeds, pulses, and hay crops. Their identity, uses and markets will also be covered.</p>			
<b>AGN</b>	<b>6005</b>	<b>Introductory Soils and Crop Nutrition</b>	<b>3</b>
<p>Students will study the principles of soil formation, management and soil fertility. Students will also learn soil sampling strategies, the interpretation of soil test reports and basic fertilizer blending.</p>			
<b>AGN</b>	<b>6115</b>	<b>Insect and Disease Management</b>	<b>3</b>
<p>Become acquainted with the major insect and disease species affecting field crops in the Canadian prairies. Understand the concept of integrated pest management and practices utilized to prevent and manage outbreaks.</p>			
<b>AGN</b>	<b>6110</b>	<b>Weed Fundamentals</b>	<b>3</b>
<p>Gain the ability to identify common prairie weeds, understand their characteristics, and how these weeds impact various ecosystems. Understand the value of integrated weed management, and options for preventative, cultural and physical weed management.</p>			
<b>AGN</b>	<b>6120</b>	<b>Field Scouting and Data Management</b>	<b>3</b>
<p>This course will be an introduction to the technologies used in data collection for field scouting. This will include GPS, GIS, digital photography and data management systems.</p>			
<b>AGN</b>	<b>6125</b>	<b>Field School</b>	<b>3</b>
<p>This field school will be the capstone course of the Agronomy Certificate. In this course the student</p>			



will demonstrate practical, hands-on application of competencies gained in the prerequisite courses.

Pre-requisite : AGN - 6000 :and

Pre-requisite : AGN - 6005 :and

Pre-requisite : AGN - 6110 :and

Pre-requisite : AGN - 6115 :and

Pre-requisite : AGN - 6120 :

## Graduation Requirements

- Completion of 18 credits
- Completion of all required courses and credits as per Program of study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: No date provided.

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# Animal Health Technology Diploma



## Description

The Olds College Animal Health Technology Program prepares its graduates to be employed in the animal health industry by providing educational excellence in technical procedures, animal nursing care, and client relations.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Interact professionally with clients and colleagues within the animal health industry.
2. Communicate effectively within the animal health industry.
3. Perform animal nursing care.
4. Perform veterinary surgical and dental procedures.
5. Perform veterinary anesthetic and analgesic procedures.
6. Perform biosecurity measures and protocols in an animal health care environment.
7. Perform veterinary diagnostic laboratory techniques.
8. Perform veterinary diagnostic imaging procedures.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:15)
<b>AHT</b>	<b>1010</b>	<b>Veterinary Laboratory Procedures (3-3-0 hrs)</b>	<b>3</b>
Students will develop a proficiency in the use, care and maintenance of selected laboratory equipment. Guidelines for laboratory safety will be covered in order to promote safety awareness. Students will become familiar with characteristics of bacteria, fungi, viruses and parasites. An emphasis will be placed on the cause, clinical signs and treatment of important veterinary diseases and the human health implications. Students will learn to perform common diagnostic procedures in order to identify microbes and parasites.			
<b>AHT</b>	<b>1030</b>	<b>Animal Anatomy and Physiology (3-3-0 hrs)</b>	<b>3</b>
This course is a comprehensive study of all body systems for domestic animals using both a systems and regional approach. Students learn how body parts and functions are interrelated and what is normal for each species. Hands-on laboratory dissection from various species and interactive labs allow students to apply the theory they have learned for each system.			
<b>AHT</b>	<b>1040</b>	<b>Animal Breeds, Behaviour and Management (3-3-0 hrs)</b>	<b>3</b>
This course provides students with foundational veterinary medical terminology they will use throughout their career. They will also study different breeds, learning to interpret their natural behaviors as they relate to safe handling, restraint and management practices. Students will perform safe handling and restraint techniques used in common aspects of the veterinary industry. These activities take place with common domestic species.			
<b>AHT</b>	<b>1050</b>	<b>Introduction to the Veterinary Profession (3-0-0 hrs)</b>	<b>3</b>
Students will become familiar with selected animal health organizations and will adhere to the regulations of veterinary medicine in Alberta. Students are introduced to strategies and techniques for managing self and interacting with others. Students will discuss client service within the veterinary practice and will examine animal welfare and ethical issues.			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**AHT 1510 Veterinary Hematology and Urinalysis (3-3-0 hrs) 3**

This course provides a study of normal blood composition, production, metabolism, functions and morphology as it applies to the animal's health status. Students will examine normal hemostasis and normal values in common domestic animals. Students will also identify disorders of leukocytes, erythrocytes, thrombocytes and hemostasis. Students will then apply principles of collecting, preparing and evaluating samples with an emphasis on practical hematology and urinalysis procedures. The student will differentiate between normal and abnormal results from laboratory techniques and apply these results when identifying disorders.

Pre-requisite : AHT - 1010 :and

Pre-requisite : AHT - 1030 :

**AHT 1520 Veterinary Diagnostic Imaging (3-3-0 hrs) 3**

This course focuses on x-ray production, maintaining imaging equipment and related materials to ensure quality of results and safety of operation. Students will apply knowledge of anatomy and physiology as it pertains to diagnostic images. Students will produce diagnostic images using proper positioning and restraint procedures in both small and equine species, process latent images, evaluate radiographs and maintain record keeping logs.

Pre-requisite : AHT - 1030 :and

Pre-requisite : AHT - 1040 :

**AHT 1530 Animal Nutrition (3-0-0 hrs) 3**

This course focuses on the role of nutrition in life stages, life styles, and in common physiological conditions of companion and large animal species. Students will learn about nutrition as it applies to prevention, maintenance and veterinary prescribed treatment protocols of animal health. Students will apply this knowledge to educate clients regarding all aspects of nutrition in a veterinary setting.

Pre-requisite : AHT - 1030 :

**AHT 1540 Animal Health Pharmacology (3-3-0 hrs) 3**

Students will become familiar with drugs commonly used in the veterinary industry. Pharmacological agents are discussed based on body systems, their common uses, side effects and drug forms. Common mathematical fundamentals will be covered including knowledge of common measurement systems, conversions between systems and dosage calculations.

Pre-requisite : AHT - 1030 :

**AHT 1550 Clinical Communication for the Veterinary Profession (3-0-0 hrs) 3**

Students will enhance existing skills in intrapersonal and interpersonal communication and develop specific skills in communicating with veterinary clients and veterinary professionals. Students will demonstrate communication strategies and will participate in self-reflection and evaluation of these skills.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**AHT 2020 Small Animal Anesthesia and Analgesia (3-0-0 hrs) 3**

Students will explain the effects and indications for anesthetic and analgesic drugs. They will predict the effects of these agents and be able to respond appropriately. They will assemble and explain components of the anesthetic machine allowing them to use, maintain, and trouble shoot problems with anesthetic equipment. Students will explain manual and electronic monitoring in a variety of

patients so they can safely monitor patients under anesthesia.

Pre-requisite : AHT - 1540 :

**AHT 2040 Small Animal Surgery and Dentistry (3-3-0 hrs) 3**

Students will explain the role of the AHT prior to, during, and after surgical and dental procedures. An understanding of surgical procedures and dental disease will be gained so they can accurately discuss and educate owners in these areas. Students will describe dental procedures to prepare for their role during dental assessment and treatments.

Pre-requisite : AHT - 1540 :

**AHT 2030 Clinical Veterinary Lab Procedures (3-3-0 hrs) 3**

Students will review and perform diagnostic laboratory skills developed throughout the program. The focus of this course is to increase accuracy of various laboratory skills to a level of competency required in the animal health field. This course will focus on hematology, urinalysis, parasitology, microbiology and clinical chemistry. The student will learn how to differentiate between normal and abnormal results from laboratory techniques and how these results can be applied when identifying disorders.

Pre-requisite : AHT - 1510 :

**AHT 2050 Clinical Procedures (3-3-0 hrs) 3**

Students will perform selected clinical procedures on domestic animals. They will learn to describe parturition, neonatal care and necropsy procedures.

Pre-requisite : AHT - 1030 :and

Pre-requisite : AHT - 1040 :

**AHT 2520 Large Animal Disorders (3-0-0 hrs) 3**

This course is an overview of common large animal disorders. The topics are presented by organ systems and each disorder includes cause, clinical signs, diagnostic tests, treatment and prevention. Students will explain disorders as they relate to treatments and communication with clients.

Pre-requisite : AHT - 1530 :and

Pre-requisite : AHT - 1540 :and

Pre-requisite : AHT - 2030 :

**SEMESTER 4**

Course Credits  
(Total Credits:12)

**AHT 2510 Small Animal Disorders (3-0-0 hrs) 3**

This course is an overview of common small animal disorders. The topics are presented by organ systems and each disorder includes cause, clinical signs, diagnostic tests, treatment and prevention. Students will explain disorders as they relate to treatments and communication with clients.

Pre-requisite : AHT - 1530 :and

Pre-requisite : AHT - 1540 :and

Pre-requisite : AHT - 2030 :

**AHT 2530 Applied Small Animal Anesthesia, Surgery, and Dentistry (0-6-0 hrs) 3**

Students will perform anesthesia, surgical assistance, and dental procedures on small animals.

Pre-requisite : AHT - 2020 :and

Pre-requisite : AHT - 2040 :

**AHT 2540 Large Animal Clinical Procedures (3-3-0 hrs) 3**

Students will perform anesthesia, surgical assistance, equine dentistry procedures and selected

clinical procedures.

Pre-requisite : AHT - 2020 :and

Pre-requisite : AHT - 2040 :and

Pre-requisite : AHT - 2050 :

**AHT 2550 Small Animal Emergency Medicine and Clinical Procedures (3-3-0 hrs) 3**

Students will explain common emergencies encountered in a small animal setting. Students will perform selected clinical procedures on small animals.

Pre-requisite : AHT - 2020 :and

Pre-requisite : AHT - 2040 :and

Pre-requisite : AHT - 2050 :

**SEMESTER 5**

Course Credits  
(Total Credits:3)

**AHT 2950 Industry Practicum (1-0-0 hrs) 3**

Students spend six weeks (240 hours) in a veterinary hospital or related animal health business or organization where they apply competencies acquired during their education and training in the AHT program. Students will prepare for their industry practicum by utilizing job searching techniques, cover letter and resume writing to secure a placement for their industry practicum.

Pre-requisite : AHT - 2510 :

Pre-requisite : AHT - 2520 :

Pre-requisite : AHT - 2530 :

Pre-requisite : AHT - 2540 :and

Pre-requisite : AHT - 2550 :

**Graduation Requirements**

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

**Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

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# Apparel Technology - Costume Cutting and Construction Major Diploma



## Description

The Olds College Costume Cutting and Construction major prepares its graduates to support the needs and contribute to the success of the performing arts industry by providing educational excellence in pattern making and costume construction for women's and men's wear.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Manage apparel projects.
2. Communicate effectively to meet or exceed the demands of the fashion workplace/ performing arts community.
3. Identify historical sources of design.
4. Select fabrics for textile products.
5. Create patterns for individual shapes using flat pattern and draping methods.
6. Operate industrial sewing and pressing equipment.
7. Construct basic and advanced garments and/or costumes.
8. Demonstrate employability skills, as required in the fashion workplace/entertainment industry.
9. Follow designer concepts in the development of costumes.
10. Alter and repair costumes to meet production needs.
11. Utilize specialty tools and notions to apply design details.
12. Demonstrate safe practices in the entertainment industry.
13. Participate as a member of the production team.
14. Determine opportunities for career advancement in the entertainment industry.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>APT</b>	<b>1100</b>	<b>Apparel Construction I (3-3-0 hrs)</b>	<b>3</b>
<p>Students use industrial sewing equipment to develop fundamental sewing techniques in accordance with industry standards for women's wear. Techniques are practiced through a series of required samples. Students use project management strategies to plan and complete apparel projects. Garments produced in this course are related to the lower torso and the patterns are developed in APT 1745 - Pattern Design I.</p> <p>Corequisite : APT - 1745 :</p>			
<b>APT</b>	<b>1160</b>	<b>History of Clothing (3-0-0 hrs)</b>	<b>3</b>
<p>Students study historical costume as a reflection of social, political and economic conditions. They identify dominant silhouettes, styles and details and relate historical influences to contemporary fashion.</p>			
<b>APT</b>	<b>1745</b>	<b>Pattern Design I (3-3-0 hrs)</b>	<b>3</b>
<p>Students practice the basic principles of pattern design for women's wear, particularly as they relate to the lower torso. Both flat pattern and draping methods are explored to create individual slopers and patterns. Students interpret fashion drawings and create patterns for skirts and pants.</p>			

Corequisite : APT - 1100 :

**APT 1750 Technical Design for the Apparel Industry (3-3-0 hrs) 3**

Students convey design ideas using technical drawings and terminology to accurately specify proportion, style and details. They apply the elements and principles of color and design to develop fashion concepts. Students apply their skills of creating technical drawings to the development of specifications sheets used in the fashion industry.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**APT 1120 Textiles (3-3-0 hrs) 3**

Students analyze the characteristics of fibres, yarns and fabrics and relate the traits to quality, performance and care requirements. They explore color applications and identify aesthetic and functional finishes. Based on physical characteristics and method of construction, students identify selected fabrics. Textiles are selected and evaluated for end use.

**APT 1200 Apparel Construction II (3-3-0 hrs) 3**

Through a series of required samples, students continue to develop their intermediate sewing skills, using industrial sewing equipment. They use project management strategies to plan and complete the apparel projects for women's wear. Garments produced in this course are related to the upper torso and the patterns are developed in APT 1740 - Pattern Design II.

Pre-requisite : APT - 1100 :and

Corequisite : APT - 1740 :

**APT 1740 Pattern Design II (3-3-0 hrs) 3**

Students practice the basic principles of pattern design, particularly as they relate to the upper torso. Both flat pattern and draping methods are explored to create individual slopers and patterns for women's wear. Students develop specification sheets detailing their design concepts prior to creating the patterns.

Pre-requisite : APT - 1745 :and

Corequisite : APT - 1200 :

**CMP 1100 Computer Applications I (3-0-0 hrs) 3**

Students will work with a variety of software, including selected Microsoft Office programs, to create and edit business documents. The exploration of various approaches and techniques for using and managing mobile devices will also be examined.

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**APT 2530 Integrated Tailoring (3-3-0 hrs) 3**

Students draft pattern components related to tailored jackets for women. They combine traditional and contemporary tailoring methods and practice selected construction techniques through a series



of required samples. A custom tailored jacket is planned, drafted and constructed using tailoring skills and project management strategies.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**CCC 1000 Pattern Design for Menswear (0-3-0 hrs) 3**

Students practice the principles of flat pattern design as they relate to menswear. Students interpret fashion drawings and create modern and historical patterns for men's trousers, waistcoats and jackets.

Pre-requisite : APT - 1740 :

**CCC 2050 Costume Cutting and Construction (3-3-0 hrs) 3**

Cutting and construction techniques specific to costumes for the arts and entertainment industry are practiced. Students work with fabrics with unique characteristics. They apply the process of costume cutting and construction to both contemporary and period costumes.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**APT 2520 Integrated Knits (3-3-0 hrs) 3**

Specialized drafting and construction techniques are practiced through a series of required samples. Students accommodate the unique characteristics of knit fabrics as they design, plan, develop the pattern and construct knitwear apparel.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**CCC 2400 Introduction to the Arts and Entertainment Industry (3-0-0 hrs) 3**

Students gain an understanding of the arts and entertainment industry through the exploration of opportunities and participation in events.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**CCC 2160 Couture for Stage (3-3-0 hrs) 3**

Embellishment and finishing techniques, characteristic to historical and haute couture garments are developed in this course. Students determine appropriate construction techniques to apply to fabrics that have unique characteristics. They plan and complete a historical garment using couture techniques.

Pre-requisite : APT - 1100 :and

Pre-requisite : APT - 1200 :and

Corequisite : CCC - 2050 :

**CCC 2200 Costuming Workshops (0-3-0 hrs) 3**

Through the facilitation of industry guests and instructors, students explore a variety of areas specific to costuming.

Pre-requisite : APT - 1100 :

**CCC 2300 Men's Tailoring (3-3-0 hrs) 3**

Students examine the evolution of the tailored suit and focus on construction of a trouser, waistcoat and jacket. Historical construction techniques will be discussed and implemented in the construction process.

Pre-requisite : APT - 2530 :and

Pre-requisite : CCC - 1000 :

**CCC 2600 Costume Cutting and Construction Directed Field Study (0-6-0 hrs) 3**

Students work in a theatre with a costume designer and production team to realize the costumes needed for a theatre production. Together, students cut and construct the costumes.

The directed field study is assessed on a pass/fail basis.

Pre-requisite : CCC - 1000 :and

Pre-requisite : CCC - 2050 :and

Pre-requisite : CCC - 2160 :and

Corequisite : CCC - 2300 :

**FAP 2540 Apparel Alterations (0-3-0 hrs) 3**

Students develop skills in altering ready-made garments. Through the management and operation of an alterations shop, students fit and alter garments to meet client needs.

Pre-requisite : APT - 1200 :

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

### Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

#### Changes to this Program

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# Apparel Technology - Fashion Apparel Major Diploma



## Description

The Olds College Fashion Apparel major prepares its graduates to contribute to the growth and development of the apparel engineering industry by providing educational excellence in patternmaking, fitting, apparel construction and alterations with a foundation in design and product development.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Manage apparel projects.
2. Select fabrics for textile products.
3. Identify historical sources of apparel.
4. Communicate effectively to meet or exceed the demands of the fashion workplace/ performing arts community.
5. Create patterns for individual shapes using flat pattern and draping methods.
6. Operate industrial sewing and pressing equipment.
7. Construct basic and advanced garments and/or costumes.
8. Demonstrate employability skills, as required in the fashion workplace/entertainment industry.
9. Apply elements and principles of design to fashion apparel.
10. Alter garments to meet clients' needs.
11. Analyze product development as it relates to the apparel industry.
12. Prepare patterns for production
13. Use specialized equipment to meet the needs of the apparel industry.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>APT</b>	<b>1100</b>	<b>Apparel Construction I (3-3-0 hrs)</b>	<b>3</b>
<p>Students use industrial sewing equipment to develop fundamental sewing techniques in accordance with industry standards for women's wear. Techniques are practiced through a series of required samples. Students use project management strategies to plan and complete apparel projects. Garments produced in this course are related to the lower torso and the patterns are developed in APT 1745 - Pattern Design I.</p> <p>Corequisite : APT - 1745 :</p>			
<b>APT</b>	<b>1745</b>	<b>Pattern Design I (3-3-0 hrs)</b>	<b>3</b>
<p>Students practice the basic principles of pattern design for women's wear, particularly as they relate to the lower torso. Both flat pattern and draping methods are explored to create individual slopers and patterns. Students interpret fashion drawings and create patterns for skirts and pants.</p> <p>Corequisite : APT - 1100 :</p>			
<b>APT</b>	<b>1750</b>	<b>Technical Design for the Apparel Industry (3-3-0 hrs)</b>	<b>3</b>
<p>Students convey design ideas using technical drawings and terminology to accurately specify proportion, style and details. They apply the elements and principles of color and design to develop fashion concepts. Students apply their skills of creating technical drawings to the development of specifications sheets used in the fashion industry.</p>			

<b>APT</b>	<b>1160</b>	<b>History of Clothing (3-0-0 hrs)</b>	<b>3</b>
<p>Students study historical costume as a reflection of social, political and economic conditions. They identify dominant silhouettes, styles and details and relate historical influences to contemporary fashion.</p>			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
<p>In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
<b>SEMESTER 2</b>			
			Course Credits
			(Total Credits:15)
<b>APT</b>	<b>1200</b>	<b>Apparel Construction II (3-3-0 hrs)</b>	<b>3</b>
<p>Through a series of required samples, students continue to develop their intermediate sewing skills, using industrial sewing equipment. They use project management strategies to plan and complete the apparel projects for women's wear. Garments produced in this course are related to the upper torso and the patterns are developed in APT 1740 - Pattern Design II.</p> <p>Pre-requisite : APT - 1100 :and</p> <p>Corequisite : APT - 1740 :</p>			
<b>CMP</b>	<b>1100</b>	<b>Computer Applications I (3-0-0 hrs)</b>	<b>3</b>
<p>Students will work with a variety of software, including selected Microsoft Office programs, to create and edit business documents. The exploration of various approaches and techniques for using and managing mobile devices will also be examined.</p>			
<b>APT</b>	<b>1740</b>	<b>Pattern Design II (3-3-0 hrs)</b>	<b>3</b>
<p>Students practice the basic principles of pattern design, particularly as they relate to the upper torso. Both flat pattern and draping methods are explored to create individual slopers and patterns for women's wear. Students develop specification sheets detailing their design concepts prior to creating the patterns.</p> <p>Pre-requisite : APT - 1745 :and</p> <p>Corequisite : APT - 1200 :</p>			
<b>APT</b>	<b>1120</b>	<b>Textiles (3-3-0 hrs)</b>	<b>3</b>
<p>Students analyze the characteristics of fibres, yarns and fabrics and relate the traits to quality, performance and care requirements. They explore color applications and identify aesthetic and functional finishes. Based on physical characteristics and method of construction, students identify selected fabrics. Textiles are selected and evaluated for end use.</p>			
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.</p>			
<b>SEMESTER 3</b>			
			Course Credits
			(Total Credits:15)
<b>FAP</b>	<b>2470</b>	<b>Digital Media for Fashion (3-0-0 hrs)</b>	<b>3</b>
<p>Students use appropriate programs to create fashion presentations. They amalgamate digital work to develop solutions for managing tasks related to apparel business.</p> <p>Pre-requisite : CMP - 1100 :and</p> <p>Pre-requisite : APT - 1750 :</p>			
<b>FAP</b>	<b>2460</b>	<b>Pattern Design III (3-3-0 hrs)</b>	<b>3</b>

In this advanced pattern design course for women's wear, students apply pattern drafting and draping methods to advanced bodice and dress designs. Students create specification sheets and apply project management strategies to the development of advanced patterns and toiles.

Pre-requisite : APT - 1740 :

**APT 2530 Integrated Tailoring (3-3-0 hrs) 3**

Students draft pattern components related to tailored jackets for women. They combine traditional and contemporary tailoring methods and practice selected construction techniques through a series of required samples. A custom tailored jacket is planned, drafted and constructed using tailoring skills and project management strategies.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**FAS 2010 Introduction to Image Consulting and Styling (3-0-0 hrs) 3**

This course teaches the student how to apply the elements and principles of design in garment selection to body types to bring about a desired image. There is a section on Image Consulting as a business. The outcome is to be able to style or consult with a male or female client.

**FAP 2580 Apparel Industry Applications (3-0-0 hrs) 3**

Students analyse the process of product development from concept to point of sale. Students develop a collection within a group, sourcing the required materials, developing detailed specification and costing sheets and analyzing the production process. Students complete a 40 hour directed field study in the apparel industry assessed on a pass/fail basis. Students must achieve a pass for the directed field study and achieve a passing grade for other assessments as per course requirements for successful completion of course.

Pre-requisite : CMP - 1100 :and

Pre-requisite : COM - 1030 :

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**FAP 2465 Apparel Construction III (3-3-0 hrs) 3**

In this course, students develop advanced embellishment and finishing techniques characteristic of bridal and evening wear. They determine appropriate construction techniques to apply to fabrics that have unique characteristics. Students plan and complete a dress, using the pattern that they design in Pattern Design III.

Pre-requisite : APT - 1200 :and

Pre-requisite : FAP - 2460 :

**FAP 2445 Computerized Pattern Design (3-3-0 hrs) 3**

Students in this course practice using industry specific pattern drafting software. Flat pattern drafting principles are applied in this computer environment for the creation of standard and made-to-measure patterns.

Pre-requisite : APT - 1740 :and

Pre-requisite : CMP - 1100 :

**APT 2520 Integrated Knits (3-3-0 hrs) 3**

Specialized drafting and construction techniques are practiced through a series of required samples. Students accommodate the unique characteristics of knit fabrics as they design, plan, develop the pattern and construct knitwear apparel.

Pre-requisite : APT - 1200 :and

Pre-requisite : APT - 1740 :

**FAP 2540 Apparel Alterations (0-3-0 hrs) 3**

Students develop skills in altering ready-made garments. Through the management and operation

of an alterations shop, students fit and alter garments to meet client needs.

Pre-requisite : APT - 1200 :

**FAP 2550 Grading and Marker Making (3-0-0 hrs)**

**3**

Students apply the principles of pattern grading to increase and decrease the size of selected patterns manually and in a computerized environment. Grading charts are analyzed and developed. Students learn and practice the principles of marker making using industry specific software.

Pre-requisite : CMP - 1100 :

Pre-requisite : APT - 1740 :and

Corequisite : FAP - 2445 :

## Graduation Requirements

- Completion of 60 Credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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# Arboriculture Technician Certificate



## Description

The Olds College Arboriculture Technician Certificate Program prepares its graduates to apply their knowledge and skills in tree diagnostics and care.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply a working knowledge of current industry safety standards and practices.
2. Demonstrate an awareness of arboriculture industry sectors.
3. Communicate to influence business and regulatory decisions within the horticulture sector.
4. Perform selected calculations for efficient and profitable horticulture practices.
5. Identify tree species.
6. Recognize specific tree requirements.
7. Integrate appropriate technologies into current urban forest maintenance practices.
8. Recognize the ecological, economic, and social implications of horticulture decisions and processes.
9. Manage various tasks, opportunities, and problems using a comprehensive problem solving strategy.
10. Demonstrate ethical and appropriate behaviour that contributes to the achievement of personal goals and business objectives.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>ARB</b>	<b>1000</b>	<b>Exploring the Life of Trees (0-3-0 hrs)</b>	<b>3</b>
Students explore the world of trees through identification and by discovering the structure and function of woody plants as they respond to their surrounding environment.			
<b>ARB</b>	<b>1100</b>	<b>Conducting Ground Operations (0-3-0 hrs)</b>	<b>3</b>
Students gain individual and team skills necessary to provide support to arborists working aloft in addition to experiencing the safe use of tools and techniques used to handle tree parts on the ground.			
<b>ARB</b>	<b>1200</b>	<b>Pruning Trees for Structure and Health (0-3-0 hrs)</b>	<b>3</b>
Learners discover the principles and practices of pruning trees by utilizing tools and techniques required to influence plant architecture.			
<b>ARB</b>	<b>1300</b>	<b>Performing Tree Risk Assessment (0-3-0 hrs)</b>	<b>3</b>
The learner gains knowledge in the detection, assessment, and mitigation of tree risk by implementing industry assessment strategies on trees in the landscape.			
<b>ARB</b>	<b>2100</b>	<b>Conducting Aerial Operations (0-3-0 hrs)</b>	<b>3</b>
The student develops the skills necessary to safely perform tree care activities within tree canopies using tools and techniques common to arboriculture. The learner will also create and practice emergency response plans for tree climber extrications.			

## Graduation Requirements

- Completion of 15 credits

- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required

## Fee Payment and Refund Guidelines

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# Bachelor of Applied Science - Agribusiness Applied Degree



## Description

The Olds College Bachelor of Applied Science - Agribusiness Degree Program builds upon knowledge, experiences and skills previously gained in related academic programs and prior work/life experiences. The BASC program prepares its graduates to apply knowledge and skills gained in strategic business management and self-directed learning to contribute to the global agribusiness industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Lead and work in a team environment.
2. Communicate effectively.
3. Consider ethical implications of actions.
4. Evaluate usefulness of information to achieve various ends.
5. Apply critical thinking and problem solving skills to support the agribusiness industry.
6. Identify learning goals and take appropriate courses of action to achieve them.
7. Make strategic management decisions.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>MGT</b>	<b>3100</b>	<b>Financial Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course applies the concepts of financial management relevant to non-financial managers. Building on fundamental business principles, learners will examine the relationship among the fundamental financial management accounting tools. Through case studies and exercises, they will learn about the role of integrated financial statements (balance sheet, income statement and cash flow budgets) in strategic planning and operational decision making in a dynamic organizational environment.</p>			
<b>MGT</b>	<b>3200</b>	<b>Project Management for Agriculture (3-0-0 hrs)</b>	<b>3</b>
<p>Learners will implement project management principles and processes in an agricultural context. Microsoft Project software will be used to implement a step-by-step process from defining a problem or opportunity through to project completion. Comprehensive "Request for Proposals" will be developed as an integral part of the implementation of a successful proposal process. Critical thinking and analytical skills will be developed during the problem-solving process.</p>			
<b>MGT</b>	<b>3400</b>	<b>Strategic Human Resources Management (3-0-0 hrs)</b>	<b>3</b>
<p>The learner focuses on acquiring a holistic perspective on human resource practices. Creating competitive advantage through working with the people in an organization is investigated from the perspective of the management generalist.</p>			
<b>MKG</b>	<b>3000</b>	<b>Strategic Marketing (3-0-0 hrs)</b>	<b>3</b>
<p>This is an advanced marketing course designed for BASc - Agribusiness students which will present students with an effective approach to analysing, planning and implementing market strategies. Students will analyse the marketing efforts of a "client" organization as well as work in teams to complete a high level marketing simulation game. Additionally, students will explore the concepts of</p>			

consultative selling, customer data-basing and an account penetration planning process.

**MGT 3333 Agricultural Innovation and Leadership (3-0-0 hrs) 3**

This course will provide learners with a strategic perspective on the emerging roles of technology and innovation in the agricultural sector. Additionally, students will explore effective leadership methods. Students will analyze historical and current theories in Leadership and practices in preparation for selecting appropriate strategies for dealing with leadership situations. They will also examine contemporary leadership issues in the context of helping organizations achieve their stated goals.

**BAS 3999 Introduction to Self-directed Learning (3-0-0 hrs) 0**

This course provides learners with the opportunity to develop and use the skill of reflection to help them prepare a learning plan that will guide their fourth year in Directed Field Study. Learners will produce a portfolio that addresses their past, current and future learning and skill development objectives. All design and presentation activity will be completed using a technology interface that will enable learners to enhance their professional skills in communicating a technology.

This Course is completed in Semester 2.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**MGT 3500 Applied Research (3-0-0 hrs) 3**

This course provides foundational knowledge and scaffolding in applied research. Students will be required to use twenty first century skills to complete a research project and communicate the results through delivery of a professional report and presentation.

**MGT 3600 Economics and Risk Management (3-0-0 hrs) 3**

The learner prepares for managerial decision-making by investigating economic models and exploring how the Canadian economy functions. Students will study agricultural markets with an emphasis on price risk management in commodity marketing.

**MGT 4000 Strategic Business Management (3-0-0 hrs) 3**

The purpose of this course is to enable the student to draw on analytical tools and previous knowledge to analyze complex business problems in order to provide sound recommendations communicated through a professional report and presentation.

Pre-requisite : MGT - 3100 :and

Pre-requisite : MKG - 3000 :and

Pre-requisite : MGT - 3400 :

**MKG 3500 International Marketing (3-0-0 hrs) 3**

This course provides an overview of international marketing in the small business context. Identification and evaluation of opportunities in the international marketplace, foreign exchange and payment mechanisms, import and export documentation and processes, packaging, transportation and communication methods will be covered.

Pre-requisite : MKG - 3000 :

**BAS 3999 Introduction to Self-directed Learning (3-0-0 hrs) 3**

This course provides learners with the opportunity to develop and use the skill of reflection to help them prepare a learning plan that will guide their fourth year in Directed Field Study. Learners will produce a portfolio that addresses their past, current and future learning and skill development objectives. All design and presentation activity will be completed using a technology interface that will enable learners to enhance their professional skills in communicating a technology.

**SEMESTER 3 and 4**

Course Credits  
(Total Credits:30)

**BAS 4999 Directed Field Study (0-0-0 hrs) 30**

This course in Directed Field Studies (DFS) is the fourth year of study of the Bachelor of Applied

Science Degree. Students will develop individualized learning plans for the DFS and complete the DFS based upon their learning goals. Upon completion of the DFS, each student will submit the DFS Report and Career ePortfolio for assessment.

Pre-requisite : BAS - 3999 :and

Pre-requisite : 27 Credits from third year of study or

Pre-requisite : BAS 3999 and the approval of the Coordinator.

## Graduation Requirements

- Completion of 120 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.50 or better
- Satisfactory completion of 30 credits of Directed Field Studies in an approved employment environment
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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# Bachelor of Applied Science-Golf Course Management Applied Degree



## Description

The Bachelor of Applied Science, Golf Course Management major prepares diploma graduates to assume positions of responsibility within the Golf Industry. The program provides business, applied science and advanced technical training.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply open inquiry processes to think critically about probable solutions to industry challenges.
2. Communicate effectively in a workplace environment.
3. Identify and address learning needs in changing circumstances.
4. Select an appropriate course of action to achieve learning goals.
5. Apply team-building philosophies in leadership roles.
6. Apply ethical decision making and sound business practices to promote professionalism and growth of the golf course management industry.
7. Develop and reflect on personal philosophies as a foundation for creating a successful master plan.
8. Apply environmental, economic, and ethical implications of decisions and processes.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:9)
<b>BHO</b>	<b>3100</b>	<b>Research Methods (3-0-0 hrs)</b>	<b>3</b>
<p>This course will prepare learners to understand selected elements of statistics and their application in decision-making processes. The focus is on developing an understanding of common research methods and their application in problem solving and permits an informed evaluation of published research. The concepts covered in this course will be applied in BHO 4000 Integrated Project.</p>			
<b>BHO</b>	<b>3300</b>	<b>Project Management Principles (3-0-0 hrs)</b>	<b>3</b>
<p>The learner shall gain knowledge and skills in the principles of project management. Topics include general project planning, work breakdown structures, scheduling, and project control/tracking. Various project management software is used to facilitate learning these principles.</p>			
<b>BHO</b>	<b>3999</b>	<b>Directed Field Study Preparation (3-0-0 hrs)</b>	<b>3</b>
<p>This course supports learners as they develop their reflective practice, analyze their current competencies and prepare for the fourth year of the Applied Degree. Learners gain skills and knowledge that support self-directed learning, and document past achievement and future plans in a web-based career portfolio. They set career goals and prepare a learning plan and evaluation criteria that will form the basis of their personalized learning experience in BHO 4999 Horticulture Directed Field Study.</p>			

### SEMESTER 2

			Course Credits (Total Credits:21)
<b>TRF</b>	<b>3000</b>	<b>Creating an Agronomic Calendar (3-0-0 hrs)</b>	<b>3</b>
<p>Students plan and build an agronomic calendar relating to all applications of products, scheduling of</p>			

		staff and implementation of cultural practices and budgets.	
<b>TRF</b>	<b>3020</b>	<b>Assessing Water Quality on Golf Courses (3-0-0 hrs)</b>	<b>3</b>
		Students assemble information, discover and analyse processes that influence sustainable methods in golf course water management.	
<b>TRF</b>	<b>3100</b>	<b>Exploring Case Studies in Golf Course Management (3-0-0 hrs)</b>	<b>3</b>
		Students analyze, reflect and propose solutions to challenges in golf course case studies.	
<b>TRF</b>	<b>3120</b>	<b>Maintaining Golf Course Design Integrity (3-0-0 hrs)</b>	<b>3</b>
		Students explore trends and technologies as it relates to golf course design and the management of design integrity.	
<b>TRF</b>	<b>3800</b>	<b>Evaluating Master Planning Strategies (3-0-0 hrs)</b>	<b>3</b>
		Students will develop their own golf course management philosophy and will produce a master plan to attempt to protect the legacy of the golf course business for the membership.	
<b>TRF</b>	<b>4100</b>	<b>Certified Environmental Professional (0-6-0 hrs)</b>	<b>3</b>
		Students gain an understanding of moral and ethical issues pertaining to golf courses and the environment. Principles of The Audubon Cooperative Sanctuary Program for Golf Courses are used to develop an environmental management plan for a golf course. Students develop strategies to implement Best Management Practices with the goal of fostering environmental awareness and commitment to sustainability.	
		Pre-requisite : TRF - 2500 :	
<b>TRF</b>	<b>4200</b>	<b>Golf Operational Management (3-0-0 hrs)</b>	<b>3</b>
		The learner will gain knowledge of operational considerations for the management of selected areas of a golf business. Through a series of case studies and projects, students will enhance their understanding of golf shop operations, food and beverage operations, financial management strategies and the impact of maintenance operations on business performance.	

**SEMESTER 3 & 4**

			Course Credits (Total Credits:30)
<b>BHO</b>	<b>4999</b>	<b>Horticulture Directed Field Study (0-0-0 hrs)</b>	<b>30</b>
		The fourth year of study of the Bachelor of Applied Science Degree is based on the model of self-directed learning in a mentored workplace setting, referred to as a Directed Field Study (DFS). The DFS will consist of the equivalent of two academic terms. During their DFS employment, the learner maintains a current personalized site-specific learning plan and receives support from an industry mentor as they work to achieve specified learning outcomes. Throughout this process the learner documents evidence of achievement and upon completion of the DFS, they submit a written final report and updated career portfolio for assessment.	
		Pre-requisite : BHO - 3999 :and	
		Pre-requisite : 15 credits from third year of study	

### Graduation Requirements

- Completion of 120 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.50 or better
- Satisfactory completion of 30 credits of Directed Field Studies in an approved employment environment
- Successful completion of Gamified Entrepreneurship Curriculum

### Fee Payment and Refund Guidelines

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# *Bachelor of Applied Science-Horticulture Applied Degree*



## Description

The Bachelor of Applied Science Horticulture prepares diploma graduates to assume positions of responsibility within the production horticulture and landscape industries. The program provides business, applied science and advanced technical training.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Gather, analyze, evaluate, use information from a variety of sources to complete tasks, solve problems, make decisions relevant to occupational fields of practice.
2. Apply critical thinking and analytical skills both inside and outside the program's field of study.
3. Use problem-solving strategies related to the discipline and/or occupational fields of practice to complete projects.
4. Using a variety of media, communicate accurately and reliably both orally and in writing to a range of audiences.
5. Recognize limits to knowledge and skill level within program related occupational fields of practice.
6. Identify and address learning needs in changing circumstances and select an appropriate course of action to achieve learning goals.
7. Work effectively with others.
8. Behave consistently with ethically sound reasoning.
9. Apply ethical decision making and sound business practices to promote professionalism and growth of the horticulture industry.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:9)
<b>BHO</b>	<b>3100</b>	<b>Research Methods (3-0-0 hrs)</b>	<b>3</b>
<p>This course will prepare learners to understand selected elements of statistics and their application in decision-making processes. The focus is on developing an understanding of common research methods and their application in problem solving and permits an informed evaluation of published research. The concepts covered in this course will be applied in BHO 4000 Integrated Project.</p>			
<b>BHO</b>	<b>3300</b>	<b>Project Management Principles (3-0-0 hrs)</b>	<b>3</b>
<p>The learner shall gain knowledge and skills in the principles of project management. Topics include general project planning, work breakdown structures, scheduling, and project control/tracking. Various project management software is used to facilitate learning these principles.</p>			
<b>BHO</b>	<b>3999</b>	<b>Directed Field Study Preparation (3-0-0 hrs)</b>	<b>3</b>
<p>This course supports learners as they develop their reflective practice, analyze their current competencies and prepare for the fourth year of the Applied Degree. Learners gain skills and knowledge that support self-directed learning, and document past achievement and future plans in a web-based career portfolio. They set career goals and prepare a learning plan and evaluation criteria that will form the basis of their personalized learning experience in BHO 4999 Horticulture Directed Field Study.</p>			

### SEMESTER 2

			Course Credits (Total Credits:18)
<b>BHO</b>	<b>3500</b>	<b>Sustainable Sites (0-3-0 hrs)</b>	<b>3</b>
<p>This course introduces the principles and applications of processes that integrate sustainable system functions to preserve or replicate natural processes in landscape development and management practices. Building on knowledge and experience acquired through previous education and employment, the learner will participate in the development of projects promoting sustainable site initiatives.</p>			
<b>BHO</b>	<b>3540</b>	<b>Social Innovation Through Horticulture (0-3-0 hrs)</b>	<b>3</b>
<p>Students are introduced to ideologies of social responsibility within the context of horticulture businesses. The learners will develop a social innovation project that relates to various sectors of the green industry.</p>			
<b>BHO</b>	<b>3800</b>	<b>Leadership in Horticulture(0-3-0 hrs)</b>	<b>3</b>
<p>At the end of this course learners will identify, work with and promote effective leadership skills as it relates to the green industry sector.</p>			
<b>BHO</b>	<b>3999</b>	<b>Directed Field Study Preparation (3-0-0 hrs)</b>	<b>3</b>
<p>This course supports learners as they develop their reflective practice, analyze their current competencies and prepare for the fourth year of the Applied Degree. Learners gain skills and knowledge that support self-directed learning, and document past achievement and future plans in a web-based career portfolio. They set career goals and prepare a learning plan and evaluation criteria that will form the basis of their personalized learning experience in BHO 4999 Horticulture Directed Field Study.</p>			
<b>WTR</b>	<b>3000</b>	<b>Water Capture and Management (0-3-0 hrs)</b>	<b>3</b>
<p>The learner shall gain knowledge and skills in the principles of the design and development of water capture systems and use for small and large scale horticulture applications. Topics include laws legislating water use, types of capture and water quality.</p>			
<b>HRT</b>	<b>2200</b>	<b>Emerging Trends &amp; Innovations in Horticulture (0-3-0 hrs)</b>	<b>3</b>
<p>Students explore and implement marketing, regulatory, technological, and cultural requirements for innovative horticulture systems.</p>			
<b>SEMESTER 3 &amp; 4</b>			
			Course Credits (Total Credits:36)
<b>BHO</b>	<b>4000</b>	<b>Integrated Project (0-3-1 hrs)</b>	<b>3</b>
<p>Integrated Project is a capstone course focusing upon problem-solving and project management principles. It is designed to provide learners with opportunities to bring knowledge, skills, and dispositions developed from past education and work experience to manage a project. The course bridges the gap between learning in school and learning on the job through the project designed and executed by the learner.</p> <p>Pre-requisite : BHO - 3100 :and Pre-requisite : BHO - 3300 :</p>			
<b>BHO</b>	<b>4710</b>	<b>Ethics &amp; Pest Management (3-0-0 hrs)</b>	<b>3</b>
<p>This is an advanced course in the problems and procedures of integrated pest management and environmental issues and their ethical implications. Students engage in analytical thought and discourse through their interaction with the materials of the course. Students prepare an integrated pest management plan relevant to their major.</p>			
<b>BHO</b>	<b>4999</b>	<b>Horticulture Directed Field Study (0-0-0 hrs)</b>	<b>30</b>
<p>The fourth year of study of the Bachelor of Applied Science Degree is based on the model of self-directed learning in a mentored workplace setting, referred to as a Directed Field Study (DFS). The DFS will consist of the equivalent of two academic terms. During their DFS employment, the learner maintains a current personalized site-specific learning plan and receives support from an industry</p>			



mentor as they work to achieve specified learning outcomes. Throughout this process the learner documents evidence of achievement and upon completion of the DFS, they submit a written final report and updated career portfolio for assessment.

Pre-requisite : BHO - 3999 :and

Pre-requisite : 15 credits from third year of study

## Graduation Requirements

- Graduation from a recognized Diploma program in related field of study
- Completion of 120 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.50 or better
- Satisfactory completion of 30 credits of Directed Field Studies in an approved employment environment
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 07/01/2016 to Present

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# Brewmaster and Brewery Operations Management Diploma



## Description

This program prepares graduates for employment in the expanding brewery, microbrewery and brewpub industries. The program provides significant hands-on training on-site and includes specialized instruction in brewing science and technology, brewery operations, sales management and business applications specific to beer-related or brewery-related businesses.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate the fundamental techniques of beer making.
2. Demonstrate laboratory analysis of beer as required in a brewery.
3. Select and use established techniques in marketing and public relations related to the beer industry.
4. Discuss the history and evolution of the beer industry in relation to today's market.
5. Identify, select and utilize process technology practices in brewery operations, packaging and handling.
6. Evaluate consistency and quality of beer, and determine beer style and characteristics.
7. Discuss and apply business strategies related to brewery operations, including labour management, sales and government legislation.
8. Formulate and develop a beer recipe for the market place.
9. Utilize computer applications for brewery operations.
10. Demonstrate effective communication and personal management skills in the work place.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:15)
<b>BRW</b>	<b>1101</b>	<b>Basic Practical Brewing (1-2-0 hrs)</b>	<b>3</b>
<p>Through the operation of the Olds College Teaching Brewery and Pilot brewery, you will learn the fundamentals of beer making from scratch. Using brewery equipment and technology you will develop your knowledge of the beer industry and the critical role of brewery safety.</p>			
<b>BRW</b>	<b>1103</b>	<b>Sensory Evaluation of Beer (1.5-1.5-0 hrs)</b>	<b>3</b>
<p>In this course, you will develop skills to critically evaluate a beer's sensory properties, judge quality and detect potential defects in beer. In an ideal tasting environment, you will learn how to isolate and identify a wide range of beer flavours. You will investigate the physiology and psychology of sensory perception and assess and describe the elements of beer quality using the appropriate brewing jargon. Finally, you will learn how to create an ideal sensory environment and how to select the appropriate sensory test to meet the objectives of a sensory study.</p>			
<b>BRW</b>	<b>1150</b>	<b>The Brewing Industry and You (3-0-0 hrs)</b>	<b>3</b>
<p>This course will provide an introduction to the trade of brewing. You will investigate the brewing process from grain to glass and discover how separate processes interact to produce the final product. You will investigate the constituents of beer and how they affect an individual, in particular alcohol, its potential for abuse, and its influence on society. You will have the opportunity to complete in the ProServe Program. You will also develop inter- and intra-personal skills that are important for succeeding in the brewery trade and in the development of an ethical mindset.</p>			
<b>BRW</b>	<b>1300</b>	<b>Brewing Ingredients (3-0-0 hrs)</b>	<b>3</b>
<p>In this course, you will learn how various ingredients in the beer making process affect the style and</p>			

quality of beer and will examine barley and malting; the growing and selection of barley, the different varieties for malting and the technology and science of malting grains for different beer styles. You will analyze malt, specialty malts and adjuncts and examine the growing of hops and varieties of hops that come from principal production areas worldwide. You will investigate the effect of hops on the production of wort and the development of beer flavour.

**BUS 1050 Business Mathematics (3-0-1 hrs) 3**

Students develop mathematics skills applicable to practical problems in business, industry and future employment. Topics include presentation of financial information, consumer and commercial credit, simple and compound interest, financial instruments and discounting, annuities, mortgages, loans, sinking funds, depreciation methods, capitalized costs, cash flow analysis, lease versus buy decision, net present value and internal rate of return. This course prepares students for later courses in accounting, marketing, business and finance.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**BRW 1200 Brewing Microbiology (3-1-0 hrs) 3**

This course will focus on microorganisms involved in beer production. Students will develop an awareness and understanding of the importance of the biology of yeasts, their growth, propagation and management. Students will also be exposed to other organisms that influence brewing and the role played by enzymes. Laboratory exercises will provide hands-on experience and will include biology, cultivation, purification, and identification of yeast and bacteria involved in beer production.

**BRW 1201 Practical Brewing (1-2-0 hrs) 3**

In this course, through the operation of the Olds College Teaching Brewery and Pilot brewery, you will learn advanced beer making techniques from scratch. Using brewery equipment and technology you will further develop your knowledge of the beer industry and the critical role of brewery safety.

**BRW 1203 Sensory Evaluation of World Beers (1.5-1.5-0 hrs) 3**

In this course, you will further develop your beer sensory skills. You will develop a deeper understanding of beer flavour and terminology. You will investigate threshold testing procedures to discover your personal thresholds and the class thresholds of some of the major beer flavours. You will develop your own personal tasting procedure and discuss ways of continuing your training on your own. Equally important to tasting ability is the understanding of how best to collect and statistically analyze sensory data. You will learn about the different types of sensory tests and sensory panels. Statistical methods and experimental design will be discussed as well as how to statistically analyze the data from the different types of sensory tests.

**BRW 1205 Brewery Equipment and Technology (3-0-0 hrs) 3**

In this course you will learn the basics of unit operations and processing equipment used in modern commercial beer making. Visits to breweries will provide hands-on experience with equipment from filtration to packaging. You will investigate scheduling, record keeping, packaging techniques, basic tanks and temperature controls, lauter tuns, mash filters and wort boiling systems.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**BRW 1206 Brewing Chemistry (3-1-0 hrs) 3**

In this course you will review chemistry fundamentals as they apply to the production of wort and beer with emphasis on wort production, fermentation, and filtration. Using laboratory exercises, you will study the properties of gases and liquids, thermodynamics, pH and pressure, and how they

influence brewery production processes and beer quality. You will also develop knowledge and skills about the different types of chemicals used in beer production and maintenance of brewery hygiene. Finally, you will become familiar with the lab equipment and lab techniques used to measure, monitor and analyze the different chemical properties of wort and beer, and understand their relationships to beer production.

**BRW 1301 Practical Brewing II (1-2-0 hrs) 3**

In this course, through the use of the Olds College Teaching Brewery and Pilot brewery, you will operate and control both systems independently. Using brewery equipment and technology you will further develop your knowledge of the beer industry and the critical role of brewery safety.

**BRW 1304 Brewhouse Calculations and Recipe Formulation (3-0-0 hrs) 3**

In this course you will learn to use mathematics in the brewery in materials control and development of beer recipes to determine precise alcohol levels, and grain and hop usage rates. You will develop your own recipes and test them in the brewing courses.

**BRW 1306 Filtration, Carbonation and Finishing (2.5-0.5-0 hrs) 3**

In this applied and theoretical course you will study cold storage, the different types of filters, their operation and role in the clarification of beer. You will also practice natural and forced carbonation methods and the stabilization of beer ready for packaging operations.

**BRW 2402 Beer Sales and Promotions (3-0-0 hrs) 3**

In this course you will learn sales management and promotional marketing techniques for the beer industry. The management component will include the regulatory requirements for the sale and advertisement of beer in Alberta, the license requirements to sell beer in multiple channels, and the promotional options available in those channels. You will develop strategies to create a sales and marketing plan, set up and run a sales department including the staffing, managerial and oversight requirements.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**BRW 1104 History of Brewing and Beer (3-0-0 hrs) 3**

In this course you will investigate the history of beer and brewing from its earliest recorded origins in Mesopotamia, the evolution of the brewing industries and the roles played by individuals, organizations and governments in beer development. You will learn how beer styles have impacted today's beer industry and will sample an extensive range of beer styles reflecting those available over the years.

**BRW 1207 Packaging (2.5-0.5-0 hrs) 3**

In this course, you will develop basic knowledge of bottling, canning and kegging beer, emphasizing best practices and their impact on product stability and shelf life. You will learn how issues of colloidal stability, microbiological stability and oxygen pickup relate to processing techniques and how packaging quality control tests relate to process control. You will investigate how draught system design and maintenance relates back to the core of delivering beer at its best to the consumer. You will learn principles of labelling and packaging line design. You will learn the importance of, and practice Health and Safety in the workplace.

**BRW 1294 Sensory Evaluation of Beer, Wine and Spirits (1.5-1.5-0 hrs) 3**

In this course you will develop advanced skills in the evaluation of beer and introductory skills in the evaluation of wine and spirits. You will enhance your skills to critically evaluate a beer's sensory properties, make a judgment on quality and detect potential defects. You will compare beer, wine and spirit tasting profiles and learn how they apply to combinations with each other and food.

**BRW 2302 Specialty Brewing (1-2-0 hrs) 3**

In this course you will apply advanced techniques of beer making. You will develop personal recipes that reflect a variety of seasonal and specialty beers with the complete analysis/report of the product(s). You will use the Olds College Teaching Brewery as your lab and base to make student beer.

**BRW 2100 Brewery Management and Operations (3-0-0 hrs) 3**

In this course you will learn the fundamentals of brewery management and the role of vertical

integration within the brewery trade. You will gain knowledge of different managerial metrics including annual plans, budgets, labour management, scheduling of work, legal compliance and recordkeeping. You will discover the role of government in brewery operations, marketing and sales.

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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# *Business Administration - Sports Management Major Diploma*



## Description

Olds College Business Administration program prepares graduates for career positions in management to support local, regional, national, and global organizations.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organizational objectives.
3. Analyze business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Apply the marketing process to achieve organizational objectives.
9. Utilize business technologies to perform workplace duties.
10. Apply project management principles to achieve organizational objectives.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>MGT</b>	<b>1000</b>	<b>Principles of Management (3-0-0 hrs)</b>	<b>3</b>
<p>Today's managers perform the functions of planning, organizing, leading and controlling, and must do so within the context and constraints of environmental and social pressure and demands. This course examines the role of the manager and the skills and techniques needed to effectively and efficiently manage the resources of people, money, materials and time to achieve organizational objectives. Throughout this course, students will be required to demonstrate understanding of the key principles and functions of management, and to apply these skills in contemporary business situations.</p>			
<b>SPM</b>	<b>1040</b>	<b>Activities and Sport (3-0-0 hrs)</b>	<b>3</b>
<p>Students will learn and practice the rules, skills and abilities involved in playing a variety of individual sports. Students will also learn about the equipment, required facilities, safety procedures, group management and special requirements related to managing individual sports.</p>			
<b>SPM</b>	<b>1200</b>	<b>Introduction to Coaching - Level 1 (3-0-0 hrs)</b>	<b>3</b>
<p>In this course the student will address the basics of ethics, practice planning, nutrition, and the prevention of sports related injuries. The course incorporates coaching theory components of the National Coaching Certification Program (NCCP). There are additional costs related to the NCCP certification process.</p>			
<b>SPM</b>	<b>1220</b>	<b>Fitness for Life (3-0-0 hrs)</b>	<b>3</b>
<p>Students will gain an understanding in health promotion and wellness models and the principles of exercise and nutrition, as they relate to health, social, cultural, economic, international, and environmental issues. The principles of exercise prescription for cardiovascular fitness, muscular</p>			

strength and endurance are presented. Emphasis is placed on personal health, nutrition, stress reduction, and the prevention of activity injuries.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**CMP 1100 Computer Applications I (3-0-0 hrs) 3**

Students will work with a variety of software, including selected Microsoft Office programs, to create and edit business documents. The exploration of various approaches and techniques for using and managing mobile devices will also be examined.

**MGT 1200 Organizational Behaviour (3-0-0 hrs) 3**

Students learn to improve organizational effectiveness through the modification of Organizational Behaviour in a fast-paced, globally competitive and technologically complex environment. Contemporary management trends and practices are examined.

**SPM 1020 Training for Performance (3-0-0 hrs) 3**

Students will gain an understanding of the science of physical fitness and training. They will analyse the concepts of fitness and training in relation to health and sports performance. They will review the different types of fitness, their underlying determinants and the training strategies and adaptations that are used to improve these capabilities.

**SPM 1040 Activities and Sport (3-0-0 hrs) 3**

Students will learn and practice the rules, skills and abilities involved in playing a variety of individual sports. Students will also learn about the equipment, required facilities, safety procedures, group management and special requirements related to managing individual sports.

**SPM 1260 Introduction to Sports Management (3-0-0 hrs) 3**

Students will analyze various management theories and models, and will assess the basic organizational and business structures of sport, fitness, and leisure industries. Content areas include professional, Olympic, and intercollegiate sports, as well as the promotion business sector of exercise, fitness, and sport.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**ACT 1011 Accounting Principles I (3-0-1 hrs) 3**

This course provides an introduction to financial accounting focusing on the accounting cycle and the preparation of financial statements. Topics include accounting for merchandising activities, internal control, accounting for cash, temporary investments, accounts receivable, inventories, cost of goods sold, and current liabilities.

**BUS 1050 Business Mathematics (3-0-1 hrs) 3**

Students develop mathematics skills applicable to practical problems in business, industry and future employment. Topics include presentation of financial information, consumer and commercial credit, simple and compound interest, financial instruments and discounting, annuities, mortgages, loans, sinking funds, depreciation methods, capitalized costs, cash flow analysis, lease versus buy decision, net present value and internal rate of return. This course prepares students for later courses in accounting, marketing, business and finance.

**ECN 1010 Microeconomics (3-1-0 hrs) 3**

The learner prepares for managerial decision making by investigating economic models. The principles of supply and demand, the establishment of price, and pricing in factor and resource markets are examined.

<b>SPM</b>	<b>2020</b>	<b>Sport and Recreation Management (3-0-0 hrs)</b>	<b>3</b>
<p>Students will evaluate the advanced management of programs, facilities, clinics, and corporations related to health, fitness, sport, and health promotion. The focus of this course is on the organization and structure of the health and fitness industry in Canada, certification, licensing and educational opportunities in the profession, personnel recruitment, supervision and retention, as well as marketing and program promotion.</p>			

<b>SPM</b>	<b>2220</b>	<b>Sports Events Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course provides an introductory overview of the theory and procedures essential to create and operate an event. Students will have the opportunity to apply these principles to a variety of event environments.</p>			

**SEMESTER 4**

Course Credits  
(Total Credits:15)

<b>ACT</b>	<b>1012</b>	<b>Accounting Principles II (3-0-1 hrs)</b>	<b>3</b>
<p>This course is a continuation of ACT 1011 to allow for additional study of accounting at an introductory level. Topics include capital assets, long-term liabilities, partnership accounting, accounting for corporations, financial analysis techniques, as well as the cash flow statement.</p> <p>Pre-requisite : ACT - 1011 :and</p> <p>Pre-requisite : BUS - 1050 :</p>			

<b>ECN</b>	<b>1020</b>	<b>Macroeconomics (3-1-0 hrs)</b>	<b>3</b>
<p>An introductory course exploring how the Canadian economy functions with respect to the role of government, fiscal and monetary policy, international trade considerations, and operation of Canadian banking system. Transfer credit available (University of Alberta).</p>			

<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>
<p>This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.</p>			

<b>SPM</b>	<b>2200</b>	<b>Introduction to Coaching - Level 2 (3-0-0 hrs)</b>	<b>3</b>
<p>In this course the student will apply fitness conditioning principles to develop a coaching plan designed to meet identified National Certification Coaching Program (NCCP) requirements. They will learn to apply teaching, learning and leadership theory to coaching and provide basic mental skill development support to athletes. There are additional costs related to the NCCP certification process.</p> <p>Pre-requisite : SPM - 1200 :</p>			

<b>SPM</b>	<b>2230</b>	<b>Sports Promotion and Professional Networking (3-0-0 hrs)</b>	<b>3</b>
<p>Students will gain an appreciation of the value of professional networking specific to the sport industry. Students will apply networking skills in the assessment of various sport organizations and operations. Concepts of selling, fundraising and sponsorship of sporting events will be performed.</p>			

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

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# Business Administration (General Management Major) Diploma



## Description

Olds College Business Administration program prepares graduates for career positions in management to support local, regional, national, and global organizations.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organizational objectives.
3. Analyse business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Apply the marketing process to achieve organizational objectives.
9. Utilize business technologies to perform workplace duties.
10. Apply project management principles to achieve organizational objectives.

## Requirements:

### Semester 1

Course Credits  
(Total Credits:15)

<b>COM</b>	<b>1050</b>	<b>Business Communications (3-0-0 hrs)</b>	<b>3</b>
<p>In this course, students continue to develop writing and presentational skills for a business context that they began in COM 1020. Writing instruction will include further examination of grammar and the preparation of proposals, persuasive letters, summaries, formal reports, and case analyses. Students will also gain experience in preparing formal board presentations.</p> <p>Pre-requisite : COM - 1020 :</p>			
<b>ACT</b>	<b>2010</b>	<b>Managerial Accounting (3-0-2 hrs)</b>	<b>3</b>
<p>The course will introduce elements of decision making and company control with a focus on the decision making based on quantitative (numerical) analysis. The goal is to provide a background for improved strategic company decisions.</p> <p>Pre-requisite : ACT - 1011 :or</p> <p>Pre-requisite : equivalent</p>			
<b>MGT</b>	<b>1060</b>	<b>Business Law (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces the learner to elements of the law that play a significant role in business relationships. Specific topics include the dispute resolution process, the law of organizations, contracts and torts, commercial transactions, plus selected relevant legislation.</p>			
<b>HRM</b>	<b>1010</b>	<b>Human Resources Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course provides an overview of the fundamentals of human resource management including a foundation in theory and practice for areas such as human resources planning, recruitment and selection of staff, training and development, and compensation.</p>			
<b>MKG</b>	<b>2020</b>	<b>Professional Selling/Customer Relations Management (3-0-0 hrs)</b>	<b>3</b>

This course is designed for business and agricultural management diplomas - marketing stream majors. The emphasis is on developing successful sales professionals and the competencies necessary to effectively manage the sales process. This is also an excellent foundational course for students pursuing an entrepreneurial career. The course is broken into three components. Specifically, 1) the development of personal and business goal setting ability, 2) the development of sales skills, and 3) the use of Customer Relationship Management (CRM) techniques. This course has an applied focus which is achieved by in-class role playing workshops, industry speakers and some field study.

**Semester 2**

Course Credits  
(Total Credits:15)

**MGT 2800 Business Strategy (3-0-0 hrs) 3**

This course examines top management decisions and emphasizes the development of business strategy. It integrates the management principles previously studied in the program using a series of business cases.

Pre-requisite : MGT - 1200 :and

Pre-requisite : ACT - 1012 :and

Pre-requisite : MKG - 1020 :or

Pre-requisite : MKG - 1021 :

**MKG 2500 Marketing Research (3-0-0 hrs) 3**

This course provides students with an introduction to the fundamentals of marketing research. The course focuses on the principles and process of marketing research, specifically the planning, collecting and analyzing of data relevant to the business/marketing decision-making process and communication of the results to management. Students will be able to use the knowledge and skills gained to conduct and present marketing research studies.

**MGT 2400 Introduction to Project Management (3-0-0 hrs) 3**

This course provides students with a basic understanding of the generally accepted knowledge and practices of project management. The course follows the methodology of managing projects as recommended by the Project Management Institute, (PMI). Students will develop a working level competency in all of the project management knowledge areas, in addition to the tools and techniques that are used for managing projects successfully in a team environment.

**FIN 2600 Finance (3-0-0 hrs) 3**

This course introduces the learner to corporate financial decision-making and analysis. Capital budgeting, including net present value and internal rate of return measures for project evaluation will be explored from the perspective of corporate controllership. Other topics including cost of capital, market efficiency, investing activities, and long-term financing will be covered.

Pre-requisite : ACT - 1012 :

**BUS 2000 Business Statistics (3-0-0 hrs) 3**

Students develop data analysis skills useful in making sound business decisions. Topics examined include probability, decision analysis, sampling distributions, statistical estimation, hypothesis testing, regression and correlation, multiple regression, time series and statistical decision theory.

Pre-requisite : BUS - 1050 :

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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### Changes to this Program

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# Business Management Certificate



## Description

The Olds College Business Management Certificate program prepares graduates for entry level management positions to support local, regional, national and global organizations or to continue further business studies.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organizational objectives
3. Analyze business information to make strategic decisions
4. Apply professional standards to achieve personal and organizational objectives
5. Apply ethical standards to achieve personal and organizational objectives
6. Apply the marketing process to achieve organizational objectives
7. Apply project management principles to achieve organizational objectives

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>ACT</b>	<b>1011</b>	<b>Accounting Principles I (3-0-1 hrs)</b>	<b>3</b>
<p>This course provides an introduction to financial accounting focusing on the accounting cycle and the preparation of financial statements. Topics include accounting for merchandising activities, internal control, accounting for cash, temporary investments, accounts receivable, inventories, cost of goods sold, and current liabilities.</p>			
<b>MGT</b>	<b>1000</b>	<b>Principles of Management (3-0-0 hrs)</b>	<b>3</b>
<p>Today's managers perform the functions of planning, organizing, leading and controlling, and must do so within the context and constraints of environmental and social pressure and demands. This course examines the role of the manager and the skills and techniques needed to effectively and efficiently manage the resources of people, money, materials and time to achieve organizational objectives. Throughout this course, students will be required to demonstrate understanding of the key principles and functions of management, and to apply these skills in contemporary business situations.</p>			
<b>ECN</b>	<b>1010</b>	<b>Microeconomics (3-1-0 hrs)</b>	<b>3</b>
<p>The learner prepares for managerial decision making by investigating economic models. The principles of supply and demand, the establishment of price, and pricing in factor and resource markets are examined.</p>			
<b>BUS</b>	<b>1050</b>	<b>Business Mathematics (3-0-1 hrs)</b>	<b>3</b>
<p>Students develop mathematics skills applicable to practical problems in business, industry and future employment. Topics include presentation of financial information, consumer and commercial credit, simple and compound interest, financial instruments and discounting, annuities, mortgages, loans, sinking funds, depreciation methods, capitalized costs, cash flow analysis, lease versus buy decision, net present value and internal rate of return. This course prepares students for later courses in accounting, marketing, business and finance.</p>			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**ACT 1012 Accounting Principles II (3-0-1 hrs) 3**

This course is a continuation of ACT 1011 to allow for additional study of accounting at an introductory level. Topics include capital assets, long-term liabilities, partnership accounting, accounting for corporations, financial analysis techniques, as well as the cash flow statement.

Pre-requisite : ACT - 1011 :and

Pre-requisite : BUS - 1050 :

**CMP 1100 Computer Applications I (3-0-0 hrs) 3**

Students will work with a variety of software, including selected Microsoft Office programs, to create and edit business documents. The exploration of various approaches and techniques for using and managing mobile devices will also be examined.

**ECN 1020 Macroeconomics (3-1-0 hrs) 3**

An introductory course exploring how the Canadian economy functions with respect to the role of government, fiscal and monetary policy, international trade considerations, and operation of Canadian banking system. Transfer credit available (University of Alberta).

**MKG 1021 Marketing Principles (3-0-0 hrs) 3**

This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.

**MGT 1200 Organizational Behaviour (3-0-0 hrs) 3**

Students learn to improve organizational effectiveness through the modification of Organizational Behaviour in a fast-paced, globally competitive and technologically complex environment. Contemporary management trends and practices are examined.

or

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**Graduation Requirements**

- Completion of 30 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

**Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

**Changes to this Program**

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# Business Management Diploma



## Description

Olds College Business Management Diploma program prepares graduates for career positions in a wide variety of business areas with an emphasis in rural business. Instruction of the program follows a project based methodology in a group work setting to enhance critical thinking and problem solving skills.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organizational objectives.
3. Analyze business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Apply the marketing process to achieve organizational objectives.
9. Utilize business technologies to perform workplace duties.
10. Apply project management principles to achieve organizational objectives.

## Requirements:

### Semester 1

			Course Credits
			(Total Credits:15)
<b>MGT</b>	<b>2110</b>	<b>Operations Management (3-0-0 hrs)</b>	<b>3</b>
<p>Operations management examines the processes that transform inputs into finished outputs of goods and services. This course examines how an organization can best manage its business processes to serve its customers. The operation management function takes a systematic approach to the wealth creation processes of a business and how an organization can efficiently achieve its vision and mission. Operations management functions as an important strategic element in the organization by helping to improve productivity and overall quality. Students will learn critical thinking, decision making and problem solving skills in a wide variety of everyday situations.</p>			
<b>MGT</b>	<b>2120</b>	<b>Risk Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces the learner to risks associated with small business along with risk mitigation strategies. Key legal, financial, and operational elements significant to rural business relationships will be covered. Concepts will be applied to a specific business within an integrated case study.</p>			
<b>FIN</b>	<b>2130</b>	<b>Small Business Finance (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces the learner to financial decision-making and analysis as they relate to a rural business. Use of budgets and cash management will be applied. Concepts will be applied to a specific business within an integrated case study.</p> <p>Pre-requisite : ACT - 1012 :</p>			
<b>HRM</b>	<b>1010</b>	<b>Human Resources Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course provides an overview of the fundamentals of human resource management including a foundation in theory and practice for areas such as human resources planning, recruitment and selection of staff, training and development, and compensation.</p>			
<b>MKG</b>	<b>2150</b>	<b>Marketing and Sales (3-0-0 hrs)</b>	<b>3</b>



This course develops an understanding of marketing concepts, principles, and practices, as well as selling to an intended audience. Students will examine marketing objectives and strategy, the influence of environment factors on the marketing process, the characteristics of a marketing mix, branding and promotion, and the development of sales skills and professional presentations.

**Semester 2**

Course Credits  
(Total Credits:15)

**MGT 2210 Entrepreneurship (3-0-0 hrs) 3**

This course will expose students to key success factors of entrepreneurs within a rural business. Opportunity identification, assessment and start-up will be emphasized. Students will work with a private company in the application of these principles within a real-life business environment.

**BUS 2220 Research and Data Management (3-0-0 hrs) 3**

This course introduces fundamental research principles and strategies, specifically the planning, collecting and analyzing of data relevant to business decision-making processes. Students will work with a private company in performing research and analysis within their business.

**MGT 2400 Introduction to Project Management (3-0-0 hrs) 3**

This course provides students with a basic understanding of the generally accepted knowledge and practices of project management. The course follows the methodology of managing projects as recommended by the Project Management Institute, (PMI). Students will develop a working level competency in all of the project management knowledge areas, in addition to the tools and techniques that are used for managing projects successfully in a team environment.

**MGT 2240 Innovation and Strategy (3-0-0 hrs) 3**

This course will provide an integrative framework to encourage students to synthesize knowledge and experiences from previous business courses and life experiences which they will apply to a real-life project. This course aims to equip students with an understanding of the role and main issues in the management of innovation and business strategy for small business. Students will be introduced to key concepts and tools that lead towards business success. Students will work on a project with a private company to implement innovation and strategy with their business.

Pre-requisite : ACT - 1012 :

Pre-requisite : MGT - 1200 :

Pre-requisite : MKG - 1021 :

**COM 2250 Strategic Communications (3-0-0 hrs) 3**

In this course, students will focus on client relations and communications, including analysis of responsible communication through social media. Writing instruction will include more advanced examination of grammar, creating personal reflections, and the preparation of proposals, case analyses, and formal reports. Students will also gain experience in preparing formal presentations, and examining how the use of communications can be an important part of business strategy planning.

Pre-requisite : COM - 1020 :

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum
- Completion of 30 credits from a Certificate program in a related field

### Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student->

### **Changes to this Program**

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# Craft Distilling Certificate



## Description

This program prepares graduates for employment in the growing alcohol spirits distillation industry, or to support those already in the workplace. This program provides applicable and necessary hands-on training, and is committed to the promotion of sustainable production practices. Specific areas of instruction include fermentation theory and application, maturation and blending of spirits, sensory evaluation, and quality assurance and management in a distillery environment.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use distillation and fermentation techniques to produce and package high quality spirits.
2. Evaluate the consistency, quality, and flavour of distilled spirits.
3. Adjust spirit recipes, ingredients, or production processes in response to quality or flavour concerns.
4. Create spirits that align with target market interests.
5. Establish and implement appropriate quality controls and processes throughout the production, packaging, and distribution of spirits.
6. Comply with applicable provincial, federal, and international regulatory and trade requirements to produce, package, and distribute spirits safely and legally.
7. Demonstrate effective communication and personal management skills in the workplace.

## Requirements:

### Program Requirements

			Course Credits (Total Credits:15)
<b>DST</b>	<b>1100</b>	<b>Theory of Distillery Operations (3-0-0)</b>	<b>3</b>
Students will learn the theory of distillation, distillation process equipment, and basic distillery practices. This course provides the background knowledge and theory that is necessary for the hands-on application that is offered in DST 1200. Students will start their training in all aspects of the theory of distilled products.			
<b>DST</b>	<b>1500</b>	<b>Practical Distilling (0-3-0)</b>	<b>3</b>
Students will apply the distillery practices from the Craft Distilling program in a hands-on environment and in the production of commercial spirits. Students will be exposed to all aspects of production, from raw material processing through packaging.			
Pre-requisite : DST - 1100 :and			
Pre-requisite : DST - 1300 :and			
Pre-requisite : DST - 1400 :and			
Pre-requisite : DST - 1200 :			
<b>DST</b>	<b>1300</b>	<b>Blending, Maturation, and Sensory (3-0-0)</b>	<b>3</b>
This course addresses common sensory descriptors and provides training for accurately detecting positive flavor contributors as well as taints and off-flavors in distilled spirits. Sensory evaluation techniques will be discussed along the entire production spectrum from raw materials to final packaged product. Finishing spirits and flavor additions will be discussed along with the art of blending to achieve flavor targets. Students will also learn how the storage of spirits in wood and			

other types of materials can affect the final flavour of the spirit, and the chemical changes that occur during aging distilled products.

**DST 1400 Fermentation Theory (3-0-0) 3**

In this course students will learn about the most common ingredients used in the production of distilled spirits. From the field to processing and through fermentation, the raw materials and their role in spirit production will be examined. Students will also learn about the microbiology of fermentation and the role different microorganisms play in the distillery.

**DST 1200 Distilling Quality Management (3-0-0) 3**

In this course, students will learn the basics for ensuring government compliance surrounding the production and sale of spirits. Quality management systems including hygiene and cleaning systems, their role in quality and profitability will also be discussed. Process control technology and automation in guaranteeing the quality of marketed products and branding will be addressed.

## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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# Entrepreneurship and Social Enterprise Certificate



## Description

This program focuses on providing education and training to people interested in entrepreneurship and social enterprise.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Understand the basics of starting and running a small enterprise
2. Run a virtual small business
3. Design a marketing plan for a small enterprise
4. Evaluate financial strategies for small enterprises
5. Create a financial donation strategy
6. Develop a business plan for a social entrepreneurship initiative

## Requirements:

### Program Requirements

			Course Credits
			(Total Credits:12)
<b>ENT</b>	<b>6000</b>	<b>Entrepreneurship Essentials</b>	<b>3</b>
<p>This course will provide a broad introduction to entrepreneurship. Using a gamified iPad application, students will learn to recognize factors associated with successful entrepreneurship including various business models, a marketing plan, financial tools, and human resource requirements for a small enterprise.</p>			
<b>ENT</b>	<b>6001</b>	<b>Financial Literacy</b>	<b>3</b>
<p>This course provides an overview of financial literacy concepts critical to being a successful entrepreneur, small business owner, or non-profit enterprise. Topics will include: Effective management of personal finance techniques, and an overview of how small businesses track financial transactions, gain access to capital, evaluate investment options, and develop financial donation strategies.</p>			
<b>ENT</b>	<b>6002</b>	<b>Social Entrepreneurship Strategies</b>	<b>3</b>
<p>This course covers the various ways that entrepreneurs with a social conscience and non-profit enterprises can use business models to solve social and environmental issues. Topics will include foundations, corporate social responsibility, and a comparison of social enterprises and for-profit enterprises. Students will evaluate potential social entrepreneurship initiatives and develop a business plan.</p>			
<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>
<p>This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets. While similar in course competencies to MKG 1020, the evaluation for this course meets specific transfer credit requirements for Business Administration students.</p>			

## Graduation Requirements

- Completion of 12 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

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# Equine Science - Breeding and Production Major Diploma



## Description

The Equine Science Diploma program prepares its graduates to meet the needs of the equine industry at a specialized level. Graduates apply complex and detailed skills related to all aspects of the equine industry. Graduates major in one of five areas: production and breeding; western or english horsemanship and training; business and event management, or equestrian coaching.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use tack, tools and equipment commonly associated with an equine enterprise.
2. Apply the knowledge of the structure and function of the horse's body to its care and use.
3. Use equine conformation skills to select horses.
4. Integrate the role of genetics and inheritance to the breeding of horses.
5. Maximize performance in horses based on identification and treatment of lameness conditions.
6. Implement health care programs for the prevention of diseases in horses.
7. Use treatment techniques and practices for disease, injury and lameness.
8. Develop feeding programs for horses.
9. Perform the basic skills necessary for hand breeding horses and for ground training young horses.
10. Perform basic riding skills in either the English or the Western discipline.
11. Establish an effective business and marketing plan for an equine related business.
12. Employ basic accounting practices in an equine workplace.
13. Maintain the level of physical and mental well being required in an equine workplace.
14. Develop skills that support successful employment in the equine industry.
15. Manage an equine enterprise.
16. Design a functional equine breeding facility
17. Manage the daily operation of a breeding facility.
18. Manage mares and stallions during the breeding season.
19. Perform the techniques required for modern breeding methods.
20. Evaluate the reproductive performance of breeding animals.
21. Maintain currency with research and technology in equine reproduction.
22. Manage pregnant mares before, during and after parturition.
23. Manage neonatal foals.
24. Manage mares and foals during the weaning process.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>EQN</b>	<b>1000</b>	<b>Equine Anatomy and Physiology (3-1.5-0 hrs)</b>	<b>3</b>
Students develop a basic understanding of the origin of the horse and the development of the various breeds and functions. Students learn the anatomical make up of the horse's body by system including musculoskeletal, respiratory, cardiovascular, nervous, digestive, urinary and reproductive with physiological applications related to its husbandry and management.			
<b>EQN</b>	<b>1010</b>	<b>Managing Equine Tack and Equipment (1-2-0 hrs)</b>	<b>3</b>

Students identify the different types of tack used for various disciplines and gain an understanding of how to correctly care for it and to properly fit it on the horse. Students become familiar with the different types of blankets, boots, grooming tools and restraint devices, and the correct application of this equipment to the horse.

**EQN 1020 Farm Equipment Operation (1.7-3.3-0 hrs) 3**

Students gain an understanding of safe storage of farm equipment and machinery and fire safety in farm buildings. Students learn the basic maintenance and safe operation of common farm machinery and equipment such as a tractor with and without a trailer, a bobcat, a gator and a truck with and without a trailer. Students also learn the basic principles involved in transporting horses safely.

**EQN 1030 Interacting with Horses (1.7-7.3-0 hrs) 3**

Students perform the skills necessary to interact with horses in a variety of ways. Students perform basic horsemanship skills in either the English or Western discipline. Students perform basic manoeuvres in handling young untrained horses and teaching them ground skills. Students also perform the skills necessary to handle mares and stallions during teasing and hand breeding procedures.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**EQN 1230 Managing Equine Health (3-1.5-0 hrs) 3**

Students gain an understanding of basic health issues for the horse. Students understand infectious disease processes, and are familiar with the more common diseases and how they are controlled. Students understand parasites of the horse and how they are controlled. Students recognize injury and the application of first aid and wound care procedures. Students also learn basic feeding principles for the horse.

**EQN 1240 Horse Care Lab (1-2.5-0 hrs) 3**

Students understand and perform several tasks necessary to maintain a horse's health. Students recognize coat colors and markings as well as determine body weight and condition score. Health care procedures such as assessing vital signs, administering medications and bandaging are performed by students. Students also practice basic procedures for horse hoof care.

Corequisite : EQN - 1230 :

**ACT 1000 Recordkeeping (1.5-0-1.5 hrs) 3**

Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.

**EQN 2040 Artificial Breeding Techniques (0.7-6.3-0 hrs) 3**

Students understand and perform modern techniques used for the breeding of horses. Using college owned mares and stallions students practice the techniques of semen collection, evaluation and insemination, transported cooled semen, and frozen semen. Students also participate in the demonstration of embryo transfer procedures.



Pre-requisite : EQN - 1030 :

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**MGT 2100 Small Business Planning and Management (3-0-0 hrs) 3**

This course introduces students to the practices and procedures found in successfully creating and managing a small business in Canada. Business idea generation and evaluation, creation of competitive advantage, financing, forms of business organizations, financial and risk management, quality management and taxation are studied in the context of preparing students to start or manage a small business. Students will prepare and present a complete business plan.

Pre-requisite : ACT - 1000 :

**EQN 2520 Equine Nutrition (3-3-0 hrs) 3**

Students learn the theory and practice of feeding horses to ensure their well being and to maximize performance. Students recognize and evaluate feedstuffs, and formulate rations for various classes of horses. In addition, students identify various plants that grow in pastures, and learn methods to effectively manage horse pastures for maximum production.

**EQN 2401 Breeding Management (3-3-0 hrs) 3**

Students gain an understanding of breeding facility design and the common reproductive management practices associated with the breeding of horses including breeding timing, artificial control of the estrous cycle and managing infertility. Students also research new techniques that are being developed to deal with breeding problems in horses.

Pre-requisite : EQN - 1000 :

**EQN 2402 Foaling & Foal Management (3-0-0 hrs) 3**

Students learn about the events leading up to foaling, care of the mare before, during and after foaling, and the normal progression of the foaling process. Students also learn about abnormalities of foaling and dealing with problems that can arise during and after foaling. Students study normal development of the foal, problems foals may have, and the weaning process.

Pre-requisite : EQN - 1000 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

Note: Delayed start for courses EQN2403 and EQN2404 - runs early March to mid-June

**EQN 2530 Equine Health Care and Lameness (3-0-0 hrs) 3**

Students gain an understanding of the theory and practice of safely and effectively using medications in horses. In addition, students learn about the causes, treatments and control of the major infectious, metabolic and developmental diseases in the horse. Students also recognize the symptoms of lameness as well as understand the major causes, treatments and methods of prevention of common lameness conditions in the horse.

	Pre-requisite : EQN - 1230 :	
<b>EQN</b>	<b>2540 Using Genetics and Conformation for Selection (3-3-0 hrs)</b>	<b>3</b>
	Students develop criteria to assist them in selecting horses for breeding and for performance purposes. Students gain an understanding of the theory of genetics and inheritance patterns in the horse particularly as it relates to color patterns and genetic diseases. Students also learn to analyze conformational characteristics of the horse, to recognize serious conformational faults and to relate the conformation of a horse to its ability to perform a specific function.	
	Pre-requisite : EQN - 1000 :	
<b>EQN</b>	<b>2403 Breeding Management Practicum (0-6-0 hrs)</b>	<b>3</b>
	Students operate the commercial breeding component of the Olds College Reproduction Center as a self directed work team. Students perform the daily operation of the breeding facility including horse housing logistics, teasing, breeding, treatments, record keeping, business practices and client relations.	
	Pre-requisite : EQN - 2040 :and	
	Pre-requisite : EQN - 2401 :	
<b>EQN</b>	<b>2404 Foaling Management Practicum (0-6-0 hrs)</b>	<b>3</b>
	Students manage the foaling component of the Olds College Reproduction Center as a self directed work team. Students manage the pregnant mares before, during and after foaling and perform routine care and handling procedures with the neonatal foals.	
	Pre-requisite : EQN - 2402 :	
<b>EQN</b>	<b>2500 Enterprise Management Practicum I (1-0-0 hrs)</b>	<b>3</b>
	Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.	
	Pre-requisite : EQN - 1020 :and	
	Pre-requisite : EQN - 1240 :	

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 5**

		Course Credits (Total Credits:0)
<b>EQN</b>	<b>2950 Industry Practicum</b>	<b>0</b>
	Students work off site in an equine enterprise related to their area of interest for a period of six weeks. Students demonstrate to their employers their generic employability skills and their major related technical skills which are then evaluated by the employer. Students in the Production and Breeding major will have their work experience included as part of their program at Olds College.	
	Pre-requisite : Students must pass all required courses for the year in which they are currently enrolled.	

**Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

**Changes to this Program**

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# Equine Science - Business and Event Management Major Diploma



## Description

The Equine Science Diploma program prepares its graduates to meet the needs of the equine industry at a specialized level. Graduates apply complex and detailed skills related to all aspects of the equine industry. Graduates major in one of five areas: production and breeding; western or english horsemanship and training; business and event management, or equestrian coaching.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use tack, tools and equipment commonly associated with an equine enterprise.
2. Apply the knowledge of the structure and function of the horse's body to its care and use.
3. Use equine conformation skills to select horses.
4. Integrate the role of genetics and inheritance to the breeding of horses.
5. Maximize performance in horses based on identification and treatment of lameness conditions.
6. Implement health care programs for the prevention of diseases in horses.
7. Use treatment techniques and practices for disease, injury and lameness.
8. Develop feeding programs for horses.
9. Perform the basic skills necessary for hand breeding horses and for ground training young horses.
10. Perform basic riding skills in either the English or the Western discipline.
11. Establish an effective business and marketing plan for an equine related business.
12. Employ basic accounting practices in an equine workplace.
13. Maintain the level of physical and mental well being required in an equine workplace.
14. Develop skills that support successful employment in the equine industry.
15. Manage an equine enterprise.
16. Conduct feasibility studies for equine businesses or events.
17. Produce equine events.
18. Maintain financial and physical records for a business or event.
19. Market a product, business or event.
20. Manage personnel and groups in the workplace.
21. Recognize the principles of business management.
22. Apply economic principles in the management of a business.
23. Maintain currency with global market trends.

## Requirements:

### SEMESTER 1

Course Credits

**\*\* Completion of the optional 6th course BUS 1050 will allow students to receive a certificate in Business Management**

(Total Credits:18)

<b>EQN</b>	<b>1000</b>	<b>Equine Anatomy and Physiology (3-1.5-0 hrs)</b>	<b>3</b>
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Students develop a basic understanding of the origin of the horse and the development of the various breeds and functions. Students learn the anatomical make up of the horse's body by system including musculoskeletal, respiratory, cardiovascular, nervous, digestive, urinary and

reproductive with physiological applications related to its husbandry and management.

<b>EQN</b>	<b>1010</b>	<b>Managing Equine Tack and Equipment (1-2-0 hrs)</b>	<b>3</b>
Students identify the different types of tack used for various disciplines and gain an understanding of how to correctly care for it and to properly fit it on the horse. Students become familiar with the different types of blankets, boots, grooming tools and restraint devices, and the correct application of this equipment to the horse.			
<b>EQN</b>	<b>1030</b>	<b>Interacting with Horses (1.7-7.3-0 hrs)</b>	<b>3</b>
Students perform the skills necessary to interact with horses in a variety of ways. Students perform basic horsemanship skills in either the English or Western discipline. Students perform basic manoeuvres in handling young untrained horses and teaching them ground skills. Students also perform the skills necessary to handle mares and stallions during teasing and hand breeding procedures.			
<b>MGT</b>	<b>1000</b>	<b>Principles of Management (3-0-0 hrs)</b>	<b>3</b>
Today's managers perform the functions of planning, organizing, leading and controlling, and must do so within the context and constraints of environmental and social pressure and demands. This course examines the role of the manager and the skills and techniques needed to effectively and efficiently manage the resources of people, money, materials and time to achieve organizational objectives. Throughout this course, students will be required to demonstrate understanding of the key principles and functions of management, and to apply these skills in contemporary business situations.			
<b>BUS</b>	<b>1050</b>	<b>Business Mathematics (3-0-1 hrs)</b>	<b>3</b>
Students develop mathematics skills applicable to practical problems in business, industry and future employment. Topics include presentation of financial information, consumer and commercial credit, simple and compound interest, financial instruments and discounting, annuities, mortgages, loans, sinking funds, depreciation methods, capitalized costs, cash flow analysis, lease versus buy decision, net present value and internal rate of return. This course prepares students for later courses in accounting, marketing, business and finance.			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.			

**SEMESTER 2**

Course Credits  
(Total Credits:15)

<b>EQN</b>	<b>1230</b>	<b>Managing Equine Health (3-1.5-0 hrs)</b>	<b>3</b>
Students gain an understanding of basic health issues for the horse. Students understand infectious disease processes, and are familiar with the more common diseases and how they are controlled. Students understand parasites of the horse and how they are controlled. Students recognize injury and the application of first aid and wound care procedures. Students also learn basic feeding principles for the horse.			
<b>EQN</b>	<b>1240</b>	<b>Horse Care Lab (1-2.5-0 hrs)</b>	<b>3</b>
Students understand and perform several tasks necessary to maintain a horse's health. Students recognize coat colors and markings as well as determine body weight and condition score. Health care procedures such as assessing vital signs, administering medications and bandaging are performed by students. Students also practice basic procedures for horse hoof care.			
Corequisite : EQN - 1230 :			
<b>CMP</b>	<b>1100</b>	<b>Computer Applications I (3-0-0 hrs)</b>	<b>3</b>
Students will work with a variety of software, including selected Microsoft Office programs, to create and edit business documents. The exploration of various approaches and techniques for using and managing mobile devices will also be examined.			
<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>

This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**ECN 1010 Microeconomics (3-1-0 hrs) 3**

The learner prepares for managerial decision making by investigating economic models. The principles of supply and demand, the establishment of price, and pricing in factor and resource markets are examined.

**EQN 2520 Equine Nutrition (3-3-0 hrs) 3**

Students learn the theory and practice of feeding horses to ensure their well being and to maximize performance. Students recognize and evaluate feedstuffs, and formulate rations for various classes of horses. In addition, students identify various plants that grow in pastures, and learn methods to effectively manage horse pastures for maximum production.

**ACT 1011 Accounting Principles I (3-0-1 hrs) 3**

This course provides an introduction to financial accounting focusing on the accounting cycle and the preparation of financial statements. Topics include accounting for merchandising activities, internal control, accounting for cash, temporary investments, accounts receivable, inventories, cost of goods sold, and current liabilities.

**SPM 2220 Sports Events Management (3-0-0 hrs) 3**

This course provides an introductory overview of the theory and procedures essential to create and operate an event. Students will have the opportunity to apply these principles to a variety of event environments.

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR AN ELECTIVE COURSE. Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**EQN 2530 Equine Health Care and Lameness (3-0-0 hrs) 3**

Students gain an understanding of the theory and practice of safely and effectively using medications in horses. In addition, students learn about the causes, treatments and control of the major infectious, metabolic and developmental diseases in the horse. Students also recognize the symptoms of lameness as well as understand the major causes, treatments and methods of prevention of common lameness conditions in the horse.

Pre-requisite : EQN - 1230 :

**EQN 2540 Using Genetics and Conformation for Selection (3-3-0 hrs) 3**  
 Students develop criteria to assist them in selecting horses for breeding and for performance purposes. Students gain an understanding of the theory of genetics and inheritance patterns in the horse particularly as it relates to color patterns and genetic diseases. Students also learn to analyze conformational characteristics of the horse, to recognize serious conformational faults and to relate the conformation of a horse to its ability to perform a specific function.

Pre-requisite : EQN - 1000 :

**ECN 1020 Macroeconomics (3-1-0 hrs) 3**  
 An introductory course exploring how the Canadian economy functions with respect to the role of government, fiscal and monetary policy, international trade considerations, and operation of Canadian banking system. Transfer credit available (University of Alberta).

**ACT 1012 Accounting Principles II (3-0-1 hrs) 3**  
 This course is a continuation of ACT 1011 to allow for additional study of accounting at an introductory level. Topics include capital assets, long-term liabilities, partnership accounting, accounting for corporations, financial analysis techniques, as well as the cash flow statement.

Pre-requisite : ACT - 1011 :and

Pre-requisite : BUS - 1050 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**  
 Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR AN ELECTIVE COURSE. Students will be required to take EQN 2500 in their second year of study.

**Industry Practicum**

Course Credits  
**This course can be taken at the end of the 1st or 2nd year**  
 (Total Credits:0)

**EQN 2950 Industry Practicum 0**  
 Students work off site in an equine enterprise related to their area of interest for a period of six weeks. Students demonstrate to their employers their generic employability skills and their major related technical skills which are then evaluated by the employer. Students in the Production and Breeding major will have their work experience included as part of their program at Olds College.  
 Pre-requisite : Students must pass all required courses for the year in which they are currently enrolled.

**Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

**Changes to this Program**

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# Equine Science - English Horsemanship Major Diploma



## Description

The Equine Science Diploma program prepares its graduates to meet the needs of the equine industry at a specialized level. Graduates apply complex and detailed skills related to all aspects of the equine industry. Graduates major in one of five areas: production and breeding; western or english horsemanship and training; business and event management, or equestrian coaching.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use tack, tools and equipment commonly associated with an equine enterprise.
2. Apply the knowledge of the structure and function of the horse's body to its care and use.
3. Use equine conformation skills to select horses.
4. Integrate the role of genetics and inheritance to the breeding of horses.
5. Maximize performance in horses based on identification and treatment of lameness conditions.
6. Implement health care programs for the prevention of diseases in horses.
7. Use treatment techniques and practices for disease, injury and lameness.
8. Develop feeding programs for horses.
9. Perform the basic skills necessary for hand breeding horses and for ground training young horses.
10. Perform basic riding skills in either the English or the Western discipline.
11. Establish an effective business and marketing plan for an equine related business.
12. Employ basic accounting practices in an equine workplace.
13. Maintain the level of physical and mental well being required in an equine workplace.
14. Develop skills that support successful employment in the equine industry.
15. Manage an equine enterprise.
16. Perform advanced ground training techniques with young horses.
17. Train a young horse to be ridden under saddle.
18. Develop programs to prepare horses for events.
19. Design a dressage and jumping training program for the young horse
20. Implement a dressage and jumping training program for the young horse.
21. Apply psychology of the horse to the training program.
22. Assess the progress of various young horse training programs.
23. Analyze the outcomes of various young horse training programs.

## Requirements:

### SEMESTER 1

Course Credits  
(Total Credits:15)

<b>EQN</b>	<b>1000</b>	<b>Equine Anatomy and Physiology (3-1.5-0 hrs)</b>	<b>3</b>
<p>Students develop a basic understanding of the origin of the horse and the development of the various breeds and functions. Students learn the anatomical make up of the horse's body by system including musculoskeletal, respiratory, cardiovascular, nervous, digestive, urinary and reproductive with physiological applications related to its husbandry and management.</p>			
<b>EQN</b>	<b>1010</b>	<b>Managing Equine Tack and Equipment (1-2-0 hrs)</b>	<b>3</b>
<p>Students identify the different types of tack used for various disciplines and gain an understanding of how to correctly care for it and to properly fit it on the horse. Students become familiar with the different types of blankets, boots, grooming tools and restraint devices, and the correct application</p>			

of this equipment to the horse.

**EQN 1020 Farm Equipment Operation (1.7-3.3-0 hrs) 3**

Students gain an understanding of safe storage of farm equipment and machinery and fire safety in farm buildings. Students learn the basic maintenance and safe operation of common farm machinery and equipment such as a tractor with and without a trailer, a bobcat, a gator and a truck with and without a trailer. Students also learn the basic principles involved in transporting horses safely.

**EQN 1030 Interacting with Horses (1.7-7.3-0 hrs) 3**

Students perform the skills necessary to interact with horses in a variety of ways. Students perform basic horsemanship skills in either the English or Western discipline. Students perform basic manoeuvres in handling young untrained horses and teaching them ground skills. Students also perform the skills necessary to handle mares and stallions during teasing and hand breeding procedures.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**EQN 2300 Conditioning for Performance (3-0-0 hrs) 3**

Students gain an understanding of the principles used to condition horses for performance in specific events. Students study the effect of exercise on the various body systems as well as the practical aspects of a conditioning program for the horse. This information is then used by the student to design an effective conditioning program for a horse in the event of their choice.

Pre-requisite : EQN - 1000 :

**EQN 1230 Managing Equine Health (3-1.5-0 hrs) 3**

Students gain an understanding of basic health issues for the horse. Students understand infectious disease processes, and are familiar with the more common diseases and how they are controlled. Students understand parasites of the horse and how they are controlled. Students recognize injury and the application of first aid and wound care procedures. Students also learn basic feeding principles for the horse.

**EQN 1240 Horse Care Lab (1-2.5-0 hrs) 3**

Students understand and perform several tasks necessary to maintain a horse's health. Students recognize coat colors and markings as well as determine body weight and condition score. Health care procedures such as assessing vital signs, administering medications and bandaging are performed by students. Students also practice basic procedures for horse hoof care.

Corequisite : EQN - 1230 :

**ACT 1000 Recordkeeping (1.5-0-1.5 hrs) 3**

Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.

**EQN 2020 Riding the English Horse (1-8-0 hrs) 3**

Students will be able to perform intermediate riding skills and demonstrate intermediate maneuvers on well trained English horses.

Pre-requisite : EQN - 1030 :

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**MGT 2100 Small Business Planning and Management (3-0-0 hrs) 3**

This course introduces students to the practices and procedures found in successfully creating and managing a small business in Canada. Business idea generation and evaluation, creation of competitive advantage, financing, forms of business organizations, financial and risk management, quality management and taxation are studied in the context of preparing students to start or manage a small business. Students will prepare and present a complete business plan.

Pre-requisite : ACT - 1000 :

**EQN 2520 Equine Nutrition (3-3-0 hrs) 3**

Students learn the theory and practice of feeding horses to ensure their well being and to maximize performance. Students recognize and evaluate feedstuffs, and formulate rations for various classes of horses. In addition, students identify various plants that grow in pastures, and learn methods to effectively manage horse pastures for maximum production.

**EQN 2360 Starting the Young Horse (0-6-0 hrs) 3**

In this course students will develop the skills to safely handle and school untrained horses. Students will implement ground training techniques, techniques for teaching horses to ground drive and basic training techniques under saddle. Students will also be able to respond effectively to individual horse psychology.

Pre-requisite : EQN - 2020 :or

Pre-requisite : EQN - 2021 :

**EQN 2330 Training the Young English Horse I (0.7-8.3-0 hrs) 3**

Students independently design an introductory training program for a young, green horse contracted from industry. Students train that horse in the fundamentals of hunter, jumping and dressage and analyze and evaluate the horse throughout the program. As well, students establish and maintain an effective client/trainer relationship with the owner of that horse.

Pre-requisite : EQN - 2010 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**EQN 2530 Equine Health Care and Lameness (3-0-0 hrs) 3**

Students gain an understanding of the theory and practice of safely and effectively using medications in horses. In addition, students learn about the causes, treatments and control of the major infectious, metabolic and developmental diseases in the horse. Students also recognize the symptoms of lameness as well as understand the major causes, treatments and methods of prevention of common lameness conditions in the horse.

Pre-requisite : EQN - 1230 :

**EQN 2540 Using Genetics and Conformation for Selection (3-3-0 hrs) 3**

Students develop criteria to assist them in selecting horses for breeding and for performance

purposes. Students gain an understanding of the theory of genetics and inheritance patterns in the horse particularly as it relates to color patterns and genetic diseases. Students also learn to analyze conformational characteristics of the horse, to recognize serious conformational faults and to relate the conformation of a horse to its ability to perform a specific function.

Pre-requisite : EQN - 1000 :

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**EQN 2331 Training the Young English Horse II (0.7-8.3-0 hrs) 3**

Students independently design an advanced training program for a young, green horse contracted from the industry. Students train that horse in the fundamentals of hunter, jumping and dressage and analyze and evaluate the horse throughout the program. As well, students establish and maintain an effective client/trainer relationship with the owner of that horse.

Pre-requisite : EQN - 2330 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

### Industry Practicum

Course Credits

Prerequisites: Students must pass all required courses for the year in which they are currently enrolled.

(Total Credits:0)

**EQN 2950 Industry Practicum 0**

Students work off site in an equine enterprise related to their area of interest for a period of six weeks. Students demonstrate to their employers their generic employability skills and their major related technical skills which are then evaluated by the employer. Students in the Production and Breeding major will have their work experience included as part of their program at Olds College.

Pre-requisite : Students must pass all required courses for the year in which they are currently enrolled.

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

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# Equine Science - Equestrian Coaching Major Diploma



## Description

The Equine Science Diploma program prepares its graduates to meet the needs of the equine industry at a specialized level. Graduates apply complex and detailed skills related to all aspects of the equine industry. Graduates major in one of five areas: production and breeding; western or english horsemanship and training; business and event management, or equestrian coaching.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use tack, tools and equipment commonly associated with an equine enterprise.
2. Apply the knowledge of the structure and function of the horse's body to its care and use.
3. Use equine conformation skills to select horses.
4. Integrate the role of genetics and inheritance to the breeding of horses.
5. Maximize performance in horses based on identification and treatment of lameness conditions.
6. Implement health care programs for the prevention of diseases in horses.
7. Use treatment techniques and practices for disease, injury and lameness.
8. Develop feeding programs for horses.
9. Perform the basic skills necessary for hand breeding horses and for ground training young horses.
10. Perform basic riding skills in either the English or the Western discipline.
11. Establish an effective business and marketing plan for an equine related business.
12. Employ basic accounting practices in an equine workplace.
13. Maintain the level of physical and mental well being required in an equine workplace.
14. Develop skills that support successful employment in the equine industry.
15. Manage an equine enterprise.
16. Obtain all required English and/or Western Equine Canada rider levels.
17. Obtain equine specific NCPP and standard First Aid certification.
18. Demonstrate teaching skills.
19. Apply the psychology of learning to the development of lesson plans for different ages and levels of rider according to LTED.
20. Demonstrate competency in analyzing rider performance.
21. Qualify to be tested for Equine Canada Instructor of Beginners certification in English and/or Western disciplines.
22. Develop programs to prepare horses and riders for events.
23. Demonstrate knowledge of the support structure and judging of equestrian events.
24. Demonstrate knowledge of the roles of all officials at a competitive event.

## Requirements:

### SEMESTER 1

Course Credits  
(Total Credits:15)

<b>EQN</b>	<b>1000</b>	<b>Equine Anatomy and Physiology (3-1.5-0 hrs)</b>	<b>3</b>
<p>Students develop a basic understanding of the origin of the horse and the development of the various breeds and functions. Students learn the anatomical make up of the horse's body by system including musculoskeletal, respiratory, cardiovascular, nervous, digestive, urinary and reproductive with physiological applications related to its husbandry and management.</p>			
<b>EQN</b>	<b>1010</b>	<b>Managing Equine Tack and Equipment (1-2-0 hrs)</b>	<b>3</b>

		Students identify the different types of tack used for various disciplines and gain an understanding of how to correctly care for it and to properly fit it on the horse. Students become familiar with the different types of blankets, boots, grooming tools and restraint devices, and the correct application of this equipment to the horse.	
<b>EQN</b>	<b>1020</b>	<b>Farm Equipment Operation (1.7-3.3-0 hrs)</b>	<b>3</b>
		Students gain an understanding of safe storage of farm equipment and machinery and fire safety in farm buildings. Students learn the basic maintenance and safe operation of common farm machinery and equipment such as a tractor with and without a trailer, a bobcat, a gator and a truck with and without a trailer. Students also learn the basic principles involved in transporting horses safely.	
<b>EQN</b>	<b>1030</b>	<b>Interacting with Horses (1.7-7.3-0 hrs)</b>	<b>3</b>
		Students perform the skills necessary to interact with horses in a variety of ways. Students perform basic horsemanship skills in either the English or Western discipline. Students perform basic manoeuvres in handling young untrained horses and teaching them ground skills. Students also perform the skills necessary to handle mares and stallions during teasing and hand breeding procedures.	
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
		In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
<b>SEMESTER 2</b>			
			Course Credits (Total Credits:15)
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
		This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.	
<b>EQN</b>	<b>1230</b>	<b>Managing Equine Health (3-1.5-0 hrs)</b>	<b>3</b>
		Students gain an understanding of basic health issues for the horse. Students understand infectious disease processes, and are familiar with the more common diseases and how they are controlled. Students understand parasites of the horse and how they are controlled. Students recognize injury and the application of first aid and wound care procedures. Students also learn basic feeding principles for the horse.	
<b>EQN</b>	<b>1240</b>	<b>Horse Care Lab (1-2.5-0 hrs)</b>	<b>3</b>
		Students understand and perform several tasks necessary to maintain a horse's health. Students recognize coat colors and markings as well as determine body weight and condition score. Health care procedures such as assessing vital signs, administering medications and bandaging are performed by students. Students also practice basic procedures for horse hoof care.	
		Corequisite : EQN - 1230 :	
<b>ACT</b>	<b>1000</b>	<b>Recordkeeping (1.5-0-1.5 hrs)</b>	<b>3</b>
		Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.	
<b>EQN</b>	<b>2030</b>	<b>Riding and Coaching Specifications (1.7-7.3-0 hrs)</b>	<b>3</b>
		Students acquire the necessary credentials required for the Equine Canada Instructor and Coaching certification program. This includes English and/or Western rider levels, first aid, and equine specific National Coaching Certification Program theory.	
		Pre-requisite : EQN - 1030 :	

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**MGT 2100 Small Business Planning and Management (3-0-0 hrs) 3**

This course introduces students to the practices and procedures found in successfully creating and managing a small business in Canada. Business idea generation and evaluation, creation of competitive advantage, financing, forms of business organizations, financial and risk management, quality management and taxation are studied in the context of preparing students to start or manage a small business. Students will prepare and present a complete business plan.

Pre-requisite : ACT - 1000 :

**EQN 2520 Equine Nutrition (3-3-0 hrs) 3**

Students learn the theory and practice of feeding horses to ensure their well being and to maximize performance. Students recognize and evaluate feedstuffs, and formulate rations for various classes of horses. In addition, students identify various plants that grow in pastures, and learn methods to effectively manage horse pastures for maximum production.

**EQN 2409 Equestrian Instructional Skills (3-0-0 hrs) 3**

Students investigate human physiology and psychology as it relates to different learning styles and how that relates to the individual personality and to age. Students also learn how to deal with different personality types in an instructional situation. Students study lesson plan development and learn the techniques of developing a lesson plan for a long term program and for each individual lesson.

Pre-requisite : EQN - 2030 :

**EQN 2410 Equestrian Instructional Skills Practicum (1-5-0 hrs) 3**

Using various resources within the community, students investigate how groups and ages of people learn in different situations. Students are also introduced to teaching students with disabilities. In order to begin to gain some experience, students will be mentored by equine instructors during riding classes.

Corequisite : EQN - 2409 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**EQN 2530 Equine Health Care and Lameness (3-0-0 hrs) 3**

Students gain an understanding of the theory and practice of safely and effectively using medications in horses. In addition, students learn about the causes, treatments and control of the major infectious, metabolic and developmental diseases in the horse. Students also recognize the symptoms of lameness as well as understand the major causes, treatments and methods of prevention of common lameness conditions in the horse.

Pre-requisite : EQN - 1230 :



<b>EQN</b>	<b>2540</b>	<b>Using Genetics and Conformation for Selection (3-3-0 hrs)</b>	<b>3</b>
<p>Students develop criteria to assist them in selecting horses for breeding and for performance purposes. Students gain an understanding of the theory of genetics and inheritance patterns in the horse particularly as it relates to color patterns and genetic diseases. Students also learn to analyze conformational characteristics of the horse, to recognize serious conformational faults and to relate the conformation of a horse to its ability to perform a specific function.</p> <p>Pre-requisite : EQN - 1000 :</p>			
<b>EQN</b>	<b>2420</b>	<b>Analyzing Performance (3-0-0 hrs)</b>	<b>3</b>
<p>Students study sports psychology and the preparation for competition. Students also gain an understanding of how various events are judged and the responsibilities of various competition officials including judges, stewards and course designers.</p>			
<b>EQN</b>	<b>2430</b>	<b>Instructing and Analyzing Performance Practicum (1-1.7-0 hrs)</b>	<b>3</b>
<p>Students practice their instructional skills by offering evening riding tutorials to Olds College students and staff. Students become familiar with various types of competition by observing local events. Students also have the opportunity through on site clinics and field study to become certified as various competition officials.</p> <p>Corequisite : EQN - 2420 :</p>			
<b>EQN</b>	<b>2500</b>	<b>Enterprise Management Practicum I (1-0-0 hrs)</b>	<b>3</b>
<p>Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.</p> <p>Pre-requisite : EQN - 1020 :and</p> <p>Pre-requisite : EQN - 1240 :</p>			

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

### Industry Practicum

Course Credits

**\*\* Can be taken at the end of the 1st or 2nd year**

(Total Credits:0)

<b>EQN</b>	<b>2950</b>	<b>Industry Practicum</b>	<b>0</b>
<p>Students work off site in an equine enterprise related to their area of interest for a period of six weeks. Students demonstrate to their employers their generic employability skills and their major related technical skills which are then evaluated by the employer. Students in the Production and Breeding major will have their work experience included as part of their program at Olds College.</p> <p>Pre-requisite : Students must pass all required courses for the year in which they are currently enrolled.</p>			

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 07/01/2016 to Present

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# Equine Science - Western Horsemanship Major Diploma



## Description

The Equine Science Diploma program prepares its graduates to meet the needs of the equine industry at a specialized level. Graduates apply complex and detailed skills related to all aspects of the equine industry. Graduates major in one of five areas: production and breeding; western or english horsemanship and training; business and event management, or equestrian coaching.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use tack, tools and equipment commonly associated with an equine enterprise.
2. Apply the knowledge of the structure and function of the horse's body to its care and use.
3. Use equine conformation skills to select horses.
4. Integrate the role of genetics and inheritance to the breeding of horses.
5. Maximize performance in horses based on identification and treatment of lameness conditions.
6. Implement health care programs for the prevention of diseases in horses.
7. Use treatment techniques and practices for disease, injury and lameness.
8. Develop feeding programs for horses.
9. Perform the basic skills necessary for hand breeding horses and for ground training young horses.
10. Perform basic riding skills in either the English or the Western discipline.
11. Establish an effective business and marketing plan for an equine related business.
12. Employ basic accounting practices in an equine workplace.
13. Maintain the level of physical and mental well being required in an equine workplace.
14. Develop skills that support successful employment in the equine industry.
15. Manage an equine enterprise.
16. Perform advanced ground training techniques with young horses.
17. Train a young horse to be ridden under saddle.
18. Develop a program to prepare horses for events.
19. Design a training program for the young western horse.
20. Implement techniques to train young western horses for western pleasure, trail, reining and cow work.
21. Apply psychology of the horse to the implementation of a training program.
22. Evaluate the progress of various young horse training programs.
23. Analyze the outcomes of various young horse training programs.

## Requirements:

### SEMESTER 1

Course Credits  
(Total Credits:15)

<b>EQN</b>	<b>1000</b>	<b>Equine Anatomy and Physiology (3-1.5-0 hrs)</b>	<b>3</b>
<p>Students develop a basic understanding of the origin of the horse and the development of the various breeds and functions. Students learn the anatomical make up of the horse's body by system including musculoskeletal, respiratory, cardiovascular, nervous, digestive, urinary and reproductive with physiological applications related to its husbandry and management.</p>			
<b>EQN</b>	<b>1010</b>	<b>Managing Equine Tack and Equipment (1-2-0 hrs)</b>	<b>3</b>
<p>Students identify the different types of tack used for various disciplines and gain an understanding of how to correctly care for it and to properly fit it on the horse. Students become familiar with the different types of blankets, boots, grooming tools and restraint devices, and the correct application</p>			

of this equipment to the horse.

**EQN 1020 Farm Equipment Operation (1.7-3.3-0 hrs) 3**

Students gain an understanding of safe storage of farm equipment and machinery and fire safety in farm buildings. Students learn the basic maintenance and safe operation of common farm machinery and equipment such as a tractor with and without a trailer, a bobcat, a gator and a truck with and without a trailer. Students also learn the basic principles involved in transporting horses safely.

**EQN 1030 Interacting with Horses (1.7-7.3-0 hrs) 3**

Students perform the skills necessary to interact with horses in a variety of ways. Students perform basic horsemanship skills in either the English or Western discipline. Students perform basic manoeuvres in handling young untrained horses and teaching them ground skills. Students also perform the skills necessary to handle mares and stallions during teasing and hand breeding procedures.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**EQN 2300 Conditioning for Performance (3-0-0 hrs) 3**

Students gain an understanding of the principles used to condition horses for performance in specific events. Students study the effect of exercise on the various body systems as well as the practical aspects of a conditioning program for the horse. This information is then used by the student to design an effective conditioning program for a horse in the event of their choice.

Pre-requisite : EQN - 1000 :

**EQN 1230 Managing Equine Health (3-1.5-0 hrs) 3**

Students gain an understanding of basic health issues for the horse. Students understand infectious disease processes, and are familiar with the more common diseases and how they are controlled. Students understand parasites of the horse and how they are controlled. Students recognize injury and the application of first aid and wound care procedures. Students also learn basic feeding principles for the horse.

**EQN 1240 Horse Care Lab (1-2.5-0 hrs) 3**

Students understand and perform several tasks necessary to maintain a horse's health. Students recognize coat colors and markings as well as determine body weight and condition score. Health care procedures such as assessing vital signs, administering medications and bandaging are performed by students. Students also practice basic procedures for horse hoof care.

Corequisite : EQN - 1230 :

**ACT 1000 Recordkeeping (1.5-0-1.5 hrs) 3**

Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.

**EQN 2021 Riding the Western Horse (1-8-0 hrs) 3**

Students will be able to perform intermediate riding skills and demonstrate intermediate maneuvers on well trained Western horses.

Pre-requisite : EQN - 1030 :

**SEMESTER 3**

Course Credits  
(Total Credits:15)

<b>MGT</b>	<b>2100</b>	<b>Small Business Planning and Management (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces students to the practices and procedures found in successfully creating and managing a small business in Canada. Business idea generation and evaluation, creation of competitive advantage, financing, forms of business organizations, financial and risk management, quality management and taxation are studied in the context of preparing students to start or manage a small business. Students will prepare and present a complete business plan.</p> <p>Pre-requisite : ACT - 1000 :</p>			
<b>EQN</b>	<b>2520</b>	<b>Equine Nutrition (3-3-0 hrs)</b>	<b>3</b>
<p>Students learn the theory and practice of feeding horses to ensure their well being and to maximize performance. Students recognize and evaluate feedstuffs, and formulate rations for various classes of horses. In addition, students identify various plants that grow in pastures, and learn methods to effectively manage horse pastures for maximum production.</p>			
<b>EQN</b>	<b>2360</b>	<b>Starting the Young Horse (0-6-0 hrs)</b>	<b>3</b>
<p>In this course students will develop the skills to safely handle and school untrained horses. Students will implement ground training techniques, techniques for teaching horses to ground drive and basic training techniques under saddle. Students will also be able to respond effectively to individual horse psychology.</p> <p>Pre-requisite : EQN - 2020 :or</p> <p>Pre-requisite : EQN - 2021 :</p>			
<b>EQN</b>	<b>2340</b>	<b>Training the Young Western Horse I (0.7-8.3-0 hrs)</b>	<b>3</b>
<p>Students independently design an introductory training program for a young, green horse contracted from the industry. Students train that horse in the fundamentals of western horsemanship and analyze and evaluate the horse throughout the program. As well, students establish and maintain an effective client/trainer relationship with the owner of that horse.</p> <p>Pre-requisite : EQN - 2011 :</p>			
<b>EQN</b>	<b>2500</b>	<b>Enterprise Management Practicum I (1-0-0 hrs)</b>	<b>3</b>
<p>Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.</p> <p>Pre-requisite : EQN - 1020 :and</p> <p>Pre-requisite : EQN - 1240 :</p>			

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

<b>EQN</b>	<b>2530</b>	<b>Equine Health Care and Lameness (3-0-0 hrs)</b>	<b>3</b>
<p>Students gain an understanding of the theory and practice of safely and effectively using medications in horses. In addition, students learn about the causes, treatments and control of the major infectious, metabolic and developmental diseases in the horse. Students also recognize the symptoms of lameness as well as understand the major causes, treatments and methods of prevention of common lameness conditions in the horse.</p> <p>Pre-requisite : EQN - 1230 :</p>			
<b>EQN</b>	<b>2540</b>	<b>Using Genetics and Conformation for Selection (3-3-0 hrs)</b>	<b>3</b>
<p>Students develop criteria to assist them in selecting horses for breeding and for performance</p>			

purposes. Students gain an understanding of the theory of genetics and inheritance patterns in the horse particularly as it relates to color patterns and genetic diseases. Students also learn to analyze conformational characteristics of the horse, to recognize serious conformational faults and to relate the conformation of a horse to its ability to perform a specific function.

Pre-requisite : EQN - 1000 :

**COM 1030 Workplace Professionalism (3-0-0 hrs) 3**

This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.

**EQN 2341 Training the Young Western Horse II (0.7-8.3-0 hrs) 3**

Students independently design an intermediate training program for a young, green horse contracted from the industry. Students train that horse in the fundamentals of western horsemanship and analyze and evaluate the horse throughout the program. As well, students establish and maintain an effective client/trainer relationship with the owner of that horse.

Pre-requisite : EQN - 2340 :

**EQN 2500 Enterprise Management Practicum I (1-0-0 hrs) 3**

Students perform horse, facility and business management practices associated with an equine production or training facility. Using knowledge and skills obtained in other classes, students perform as a self-directed work team to ensure that the needs of the horses, facilities and clients are met.

Pre-requisite : EQN - 1020 :and

Pre-requisite : EQN - 1240 :

OR an Elective Course

Students will be required to take EQN 2500 in their second year of study.

### Industry Practicum

Course Credits

**Prerequisites:** Students must pass all required courses for the year in which they are currently enrolled.

(Total Credits:0)

**EQN 2950 Industry Practicum 0**

Students work off site in an equine enterprise related to their area of interest for a period of six weeks. Students demonstrate to their employers their generic employability skills and their major related technical skills which are then evaluated by the employer. Students in the Production and Breeding major will have their work experience included as part of their program at Olds College.

Pre-requisite : Students must pass all required courses for the year in which they are currently enrolled.

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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# Exercise Rider and Jockey Training Certificate



## Description

The Exercise Rider and Jockey Training program prepares its graduates for entry level employability at a training farm or race track exercising flat racing horses in a race team setting or at a trainers' direction.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Proper techniques for managing horses in a stabled environment: equine behaviour, basic health, nutrition, grooming, tacking and describe conformation.
2. Race track worker and environment safety: first aid and fire safety.
3. An understanding of the race horse, the rules and the sport of horse racing.
4. Personal skills in finance budgeting, banking, fitness, and nutrition with respect to the demands of the job.
5. Able to communicate effectively and accurately within the flat racing industry.
6. The skills to ride, then exercise and work a variety of horses of different ages and levels of training, safely in an arena, barn complex and various sizes of race tracks in a safe and controlled manner.
7. The ability to apply the proper techniques using a pony horse for horse control in the exercise mornings and race evening environments.
8. Apply race day procedures for the horses racing that day.
9. Jockey theory.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>ERJ</b>	<b>6001</b>	<b>Management of the Race Horse (3-2.7-0 hrs)</b>	<b>3</b>
		This practical course focuses on the care of the horse and the management of the race stable. Topics include the care, health, behavior, conformation, and transporting of the race horse.	
<b>ERJ</b>	<b>6002</b>	<b>Introduction to Race Horse Employment (3-0.8-0 hrs)</b>	<b>3</b>
		This course provides an introduction to the race horse and the sport of racing. In addition, students are introduced to the fundamental employability and personal skills for those working in the Horse Racing Industry. Employability skills include first aid, fire safety, financial personal planning, and communication in the race horse industry.	
<b>ERJ</b>	<b>6003</b>	<b>Rider Preparation (1.3-2.7-0 hrs)</b>	<b>3</b>
		This practical training course instructs students on the proper riding equipment, safety, fitness, nutrition, and riding skills required to exercise race horses.	
<b>ERJ</b>	<b>6004</b>	<b>Exercising the Flat Racer (2.7-3-0 hrs)</b>	<b>3</b>
		This practical training course teaches students the skills required to exercise and care for horses in a flat racing environment.	
<b>ERJ</b>	<b>6005</b>	<b>Race Day Procedures and Practicum (1.3-1.7-0 hrs)</b>	<b>3</b>
		This course introduces students to race day procedures, ponying procedures and theory required to become a jockey. In addition, students work in the race industry and exercise 60 industry horses.	



## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program of G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

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# Fashion Marketing Certificate



## Description

The Fashion Marketing Program prepares its graduates to contribute in the fashion industry with visual design, textiles and image & styling while providing a client centered foundation for career advancement.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Create in-store merchandise displays.
2. Meet customer's needs in order to achieve profitable sales for retail business.
3. Apply the principles of colour and design to clothing selection, store layout, and visual installation.
4. Interpret basic economic, cultural, social trends to determine shifts in fashion trends.
5. Interpret basic financial information.
6. Interact with others to achieve employer and professional goals.
7. Apply elements of the marketing process to meet goals of businesses and fashion organisations.
8. Solve the various problems associated with the day to day operations of a retail location.
9. Manage store inventory.
10. Achieve learning goals and objectives directed towards fashion merchandising and marketing career advancement.

## Requirements:

### Semester 1

			Course Credits
			(Total Credits:15)
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
<p>This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.</p>			
<b>DSN</b>	<b>1210</b>	<b>Visual Design and Merchandising (3-3-0 hrs)</b>	<b>3</b>
<p>Students will be able to explain and apply the principles and elements of design to visual display and store planning. Students will design, draft, and install select displays to promote retail sales.</p>			
<b>FAS</b>	<b>1200</b>	<b>The Basics of Textiles (3-0-0 hrs)</b>	<b>3</b>
<p>This textile course looks at the basics of fibres, yarns and textiles and their raw state. It also covers the characteristics as they relate to performance and serviceability. Fabric construction and finishes are covered in basic detail. Students will be able to select suitable fabrics for specific garments based on this information.</p>			
<b>MGT</b>	<b>1410</b>	<b>Retail Operations (3-0-0 hrs)</b>	<b>3</b>
<p>This course covers the various aspects of a retail operation. Students will be able to apply selected business strategies to a retail environment. Strategies include market segmentation, pricing, merchandise selection, finances, and site selection.</p>			
<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>
<p>This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.</p>			

**Semester 2**

Course Credits  
(Total Credits:15)

<b>FAS</b>	<b>1050</b>	<b>Garment Analysis (3-0-0 hrs)</b>	<b>3</b>
This course includes definitions and terminology as it applies to the garment industry. Students will be able to identify selected construction techniques as well as analyze the quality and fit of a ready-to-wear garment. They will gain an understanding of the production process of the apparel industry.			
<b>FAS</b>	<b>1120</b>	<b>Fashion Trends and Forecasting (3-0-0 hrs)</b>	<b>3</b>
This course identifies how social, economic and political shifts influence the changes in contemporary fashion trends. Students will be able to analyze and complete a trend forecast.			
<b>FAS</b>	<b>2010</b>	<b>Introduction to Image Consulting and Styling (3-0-0 hrs)</b>	<b>3</b>
This course teaches the student how to apply the elements and principles of design in garment selection to body types to bring about a desired image. There is a section on Image Consulting as a business. The outcome is to be able to style or consult with a male or female client.			
<b>MGT</b>	<b>1620</b>	<b>Selling Strategies (3-0-0 hrs)</b>	<b>3</b>
This course defines service culture, analyzes customer behaviour and customer relationship management. The students will demonstrate the steps in the direct selling process and produce a secret shoppers report.			
<b>MKG</b>	<b>1510</b>	<b>Fashion Promotions (3-0-0 hrs)</b>	<b>3</b>
Students will learn the principles, strategies, and techniques of the promotional mix. They will analyze and develop promotional materials for a capstone event. Pre-requisite : MKG - 1020 :			
<b>FAS</b>	<b>2950</b>	<b>Industry Practicum (0-0-0 hrs)</b>	<b>0</b>
Students spend a minimum of 80 hours in a retail or fashion-related workplace where they develop industry experience. The Directed Field Study must be completed by end of May of final term. Pre-requisite : Practicum placement must be approved by the program coordinator.			

**Graduation Requirements**

- Completion of 30 credits
- Completion of all required courses and credits as per Program of study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified entrepreneurship Curriculum

**Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

**Changes to this Program**

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Effective Date: 06/09/2016 to 08/05/2016 (Present)

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# Heavy Equipment Operator Certificate



## Description

The Olds College Heavy Equipment Operator Certificate program prepares the graduates for entry into heavy equipment.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Employ current Occupational Health and Safety and relevant industry standards and procedures in the workplace.
2. Apply the skills required in industry standard safety certificates and programs.
3. Communicate interactively in a professional manner with industry associates.
4. Demonstrate employability skills and professional conduct.
5. Demonstrate workplace skills in an industry-related environment.
6. Demonstrate required fieldwork and jobsite fundamentals.
7. Demonstrate the correct procedures for preventative maintenance of selected pieces of equipment.
8. Demonstrate general principles of operation of selected pieces of equipment.
9. Develop skills that support successful employment in the heavy equipment operation industry.

## Requirements:

### Course List

			Course Credits
			(Total Credits:15)
<b>HEO</b>	<b>6001</b>	<b>Workplace Safety and Safety Tickets</b>	<b>3</b>
<p>Students will develop safety skills by completing industry standard safety certificate courses and apply health, safety and environmental procedures and practices based on applicable legislated rules and regulations. Emphasis will be placed on responsibilities and obligations of employers and employees regarding health, safety, and environment.</p>			
<b>HEO</b>	<b>6002</b>	<b>Introduction to Earthmoving</b>	<b>3</b>
<p>Students will receive a comprehensive overview of earthmoving equipment and its uses. This course outlines career opportunities, operator responsibilities, and workplace fundamentals associated with heavy equipment operation. Students are exposed to the road building and well-site industry through hands-on practical experience – both on-site and through field trips. Students will further develop their skills in an industry-related worksite position where they apply competencies acquired during their education and training.</p>			
<b>HEO</b>	<b>6003</b>	<b>Equipment Operation and Preventative Mechanical Maintenance</b>	<b>3</b>
<p>Students are introduced to fundamentals of heavy equipment operation and preventative maintenance procedures and practices including inspections, start-up and shut-down procedures, and monitoring. This course will outline the operator's and company's responsibilities for industry accepted practices.</p>			
<b>HEO</b>	<b>6004</b>	<b>Fieldwork and Jobsite Fundamentals</b>	<b>3</b>
<p>Students are provided instruction for the safe operation and conduct on and around a jobsite. Students are introduced to the fundamentals of soil structure, grades and staking, and excavation math. Industry terms and symbols utilized on site plans associated with heavy equipment operation are also identified in this course.</p>			
<b>HEO</b>	<b>6005</b>	<b>Earthmoving Operational Techniques</b>	<b>3</b>
<p>Students will demonstrate the industry accepted practices and procedures of safe operation,</p>			

preventative maintenance, basic movements and general principles of operation of selected earthmoving equipment and its attachments.

## Graduation Requirements

- Completion of 15 credits
- Completion of all required of courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experiences and/or assignment, if required

## Fee Payment and Refund Guidelines

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Effective Date: 10/01/2010

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# Horticulture Technician Certificate



## Description

The Olds College Horticulture Technician Certificate Program prepares its graduates to apply their knowledge and skills in protected and field culture of horticulture crops and landscape design, construction and maintenance. This certificate comprises the first 30 credits of the Horticulture Technologist Diploma Program.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply a working knowledge of current horticulture industry safety standards and practices.
2. Demonstrate an awareness of horticulture industry sectors.
3. Communicate to influence business and regulatory decisions within the horticulture sector.
4. Manage production of horticulture crops in response to selected market demands.
5. Perform selected calculations for efficient and profitable horticulture practices.
6. Identify plant species and recognize specific plant requirements.
7. Integrate appropriate cultural practices.
8. Evaluate selected growing media.
9. Appraise water management needs and applications.
10. Integrate appropriate technologies into current horticulture practices.
11. Apply the principles of integrated pest management.
12. Recognize the ecological, economic, and social implications of horticulture decisions and processes.
13. Manage various tasks, opportunities, and problems using a comprehensive problem solving strategy.
14. Demonstrate ethical and appropriate behaviour that contributes to the achievement of personal goals and business objectives.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:15)
<b>HRT</b>	<b>1000</b>	<b>Discovering Plants (1-2-0 hrs)</b>	<b>3</b>
The student explores the plant world through the lenses of systems and classification, gaining an understanding of overall plant growth and response to the surrounding environment.			
<b>HRT</b>	<b>1900</b>	<b>Horticulture Field Studies I (0-3-0 hrs)</b>	<b>3</b>
Students engage in faculty-supported exploration of selected aspects of the horticulture industry during a one-month term of on campus immersion.			
<b>HRT</b>	<b>1100</b>	<b>Managing Soils (1-2-0 hrs)</b>	<b>3</b>
Learners analyze, problem solve, and manage soils and soilless media for production and landscape applications.			
<b>HRT</b>	<b>1600</b>	<b>Producing Greenhouse Crops (0-3-0 hrs)</b>	<b>3</b>
Students explore greenhouse systems, grow plants and manage production cycles to produce marketable crops.			
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.			

HRT 1600 will continue through the winter term.

**SEMESTER 2**

Course Credits  
(Total Credits:12)

**HRT 1500 Managing Landscapes (0-3-0 hrs) 3**

The learner gains experience in managing landscape sites through acquisition and implementation of design principles, cultural practices of plant material, and advancing the sustainability of landscape environments to industry standards.

**HRT 1700 Producing Horticulture Crops (1-2-0 hrs) 3**

Learners research and assess food and ornamental field crop production markets, locations, materials, and processes to achieve a sustainable enterprise.

**HRT 1800 Plants in the Landscape (1-2-0 hrs) 3**

The student will practice skills that will enable them to identify and explain the ecological, cultural, morphological and architectural characteristics of a wider range of plant material used in the landscape. Plant response to specific environments will be taken in account.

Pre-requisite : HRT - 1000 :

**HRT 1400 Managing Pests I (1-2-0 hrs) 3**

Students investigate weeds, insects, and diseases of plants and propose management solutions within ecological systems.

**SEMESTER 3 - CERTIFICATE PRACTICUM**

Course Credits  
(Total Credits:3)

**HRT 1950 Horticulture Field Studies II (0-3-0 hrs) 3**

Students engage in faculty-supported exploration of selected aspects of the horticulture industry during a two-month term of industry employment.

**Graduation Requirements**

- Completion of 30 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

**Fee Payment and Refund Guidelines**

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# Horticulture Technologist Diploma



## Description

The Olds College Horticulture Technologist Diploma Program prepares its graduates to apply their knowledge and skills in protected and field culture of horticulture crops and landscape design, construction and maintenance.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply a working knowledge of current horticulture industry safety standards and practices.
2. Demonstrate an awareness of horticulture industry sectors.
3. Communicate to influence business and regulatory decisions within the horticulture sector.
4. Manage production of horticulture crops in response to selected market demands.
5. Perform selected calculations for efficient and profitable horticulture practices.
6. Identify plant species and recognize specific plant requirements.
7. Integrate appropriate cultural practices.
8. Evaluate selected growing media.
9. Appraise water management needs and applications.
10. Integrate appropriate technologies into current horticulture practices.
11. Apply the principles of integrated pest management.
12. Recognize the ecological, economic, and social implications of horticulture decisions and processes.
13. Manage various tasks, opportunities, and problems using a comprehensive problem solving strategy.
14. Demonstrate ethical and appropriate behaviour that contributes to the achievement of personal goals and business objectives.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:6)
<b>HRT</b>	<b>2900</b>	<b>Horticulture Field Studies III (0-3-0 hrs)</b>	<b>3</b>
Students engage in faculty-supported exploration of selected aspects of the horticulture industry during a two-month term of industry employment.			
<b>HRT</b>	<b>2950</b>	<b>Horticulture Field Studies IV (0-3-0 hrs)</b>	<b>3</b>
Students engage in faculty supported exploration of selected aspects of the horticulture industry during a two-month term of industry employment.			

### SEMESTER 2

			Course Credits (Total Credits:6)
<b>HRT</b>	<b>2100</b>	<b>An Entrepreneurial Approach to Processing (0-3-0 hrs)</b>	<b>3</b>
Students create sustainable value-added products and opportunities within horticulture.			
<b>HRT</b>	<b>2850</b>	<b>Designing Landscapes (0-3-0 hrs)</b>	<b>3</b>
This course is an introduction to the fundamental principles applied to landscape designs. The learner will apply the landscape design process for residential and commercial designs by developing basic graphic skills utilized in the production of landscape presentation and construction drawings. Emphasis will be placed on implementing sustainable site initiatives. Computer-aided design software shall be used in the course.			

**SEMESTER 3**

			Course Credits (Total Credits:18)
<b>HRT</b>	<b>2000</b>	<b>Starting a Horticulture Business (3-0-0 hrs)</b>	<b>3</b>
This course will provide learners with an overview of the legal and financial requirements needed to start a small business.			
<b>HRT</b>	<b>2300</b>	<b>Developing a Specialty Landscape (0-3-0 hrs)</b>	<b>3</b>
Students assess current trends in non-traditional landscapes through the assessment of construction and plant material needs.			
<b>HRT</b>	<b>2400</b>	<b>Propagating Plants (0-3-0 hrs)</b>	<b>3</b>
Learners propagate plant material using a variety of methods and technologies including tissue culture.			
<b>HRT</b>	<b>2600</b>	<b>Managing Pests II (1-2-0 hrs)</b>	<b>3</b>
Students will examine and assess management practices, including biological, cultural, chemical, and physical methods, for pests of horticulture.			
<b>HRT</b>	<b>2800</b>	<b>Managing Landscape Construction (0-3-0 hrs)</b>	<b>3</b>
Students apply procedures and techniques in project planning, estimating and construction of horticulture projects.			
<b>WTR</b>	<b>1200</b>	<b>Managing Water Systems (0-3-0 hrs)</b>	<b>3</b>
Students explore the water management issues of horticulture operations focusing on the design and installation of appropriate irrigation systems to reflect industry standards and specific site needs.			

**Graduation Requirements**

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

**Fee Payment and Refund Guidelines**

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# Hospitality & Tourism Management Diploma



## Description

This innovative program prepares its graduates to contribute to the growth and development of the Hospitality and Tourism industry by providing educational excellence in key sectors of the industry, including managerial, entrepreneurial and guest experience perspectives. Graduates will be positioned to take advantage of local, national and global career opportunities within this dynamic industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organization objectives.
3. Analyze business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Apply the marketing process to achieve organizational objectives.
9. Utilize business technologies to perform workplace duties.
10. Apply project management principles to achieve organizational objectives.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:24)
<b>HAT</b>	<b>1110</b>	<b>Mixology and International Spirits, Wine and Beer (1-2-0 hrs)</b>	<b>3</b>
Students are introduced to spirits, wine and beer from various regions of the world, inventory management, and must complete ProServe certification. Lab experience offers practical skills in bartending duties with an emphasis on mixology.			
<b>HAT</b>	<b>1112</b>	<b>Culinary Theory and Production (1-2-0 hrs)</b>	<b>3</b>
Students are introduced to the theory of menu planning, evaluation and design. Students will also be exposed to basic and advanced food preparation techniques, including food storage, pre-preparation, detailed plate presentation and intricate food combinations. Students must complete Food Safe Certification, WHMIS, and First Aid.			
<b>HAT</b>	<b>1114</b>	<b>Dining Experience and Service (1-2-0 hrs)</b>	<b>3</b>
Students will experience and evaluate various dining facilities, with a focus on the analysis of the services and operations from a guest perspective. Students will learn and demonstrate professional service skills in an actual food service setting, including personal sales techniques. This course will include Dining Room Associate Certification.			
<b>HAT</b>	<b>1130</b>	<b>Marketing for Hospitality and Tourism (3-0-0 hrs)</b>	<b>3</b>
Students will experience and evaluate a variety of hospitality and tourism facilities relating to product, price, place, promotion, people, physical evidence and process. E-commerce, social media and mobile applications are included as part of the marketing mix.			
<b>HAT</b>	<b>1255</b>	<b>Global and Sustainable Tourism (3-0-0 hrs)</b>	<b>3</b>

		Students will gain an understanding of the psychology of travel, tourism sectors, the role of key industry players, and contemporary issues in eco-tourism, sustainability and business operations of various tourism organizations. Students will also experience and evaluate various tourism facilities, with a focus on the analysis of the services and operations from a guest perspective.	
<b>HAT</b>	<b>2038</b>	<b>Accommodation Management (3-0-0 hrs)</b>	<b>3</b>
		Students will assess customer needs and develop procedures and management strategies that result in accommodation service excellence. Training is provided on current property management software. Students will gain an understanding of all aspects of room division management, and experience and evaluate accommodation facilities, with a focus on the analysis of the services and operations from a guest perspective.	
<b>HAT</b>	<b>2240</b>	<b>Hospitality Cost Management (3-0-0 hrs)</b>	<b>3</b>
		This course will involve gaining an understanding and practical application of establishing effective strategies involved in cost controls and management. Food, beverage and labour cost controls, budgeting, setting operational standards, the purchasing cycle, production controls, ratio analysis, variance, cash flow, cost management, and cost-volume-profit relationships will be evaluated from a managerial perspective.	
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
		In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
<b>SEMESTER 2</b>			
			Course Credits (Total Credits:21)
<b>HAT</b>	<b>1080</b>	<b>Career Development and International Business Etiquette (3-0-0 hrs)</b>	<b>3</b>
		Students will develop action plans for professional success, practice interview techniques and create career documents to demonstrate strengths and skills, including cover letters and resumes. Students will also develop a basic understanding of, and the practices necessary to, effectively manage relationships, with a focus on cross-cultural variants within industry and how they impact international clients, guests, and business relationships. Students will complete a personality preference assessment to improve work productivity, teamwork and communication in both their personal and professional lives.	
<b>HAT</b>	<b>1220</b>	<b>Hospitality and Tourism Human Resources (3-0-0 hrs)</b>	<b>3</b>
		This course provides an overview of the fundamentals of human resource management with emphasis placed on contemporary issues within the hospitality and tourism industry. Students will gain an understanding in both the theory and practice of human resources planning, staff recruitment, selection, and retention and Alberta Human Rights and Employment Standards legislation.	
<b>HAT</b>	<b>2035</b>	<b>Selling and Convention Management (3-0-0 hrs)</b>	<b>3</b>
		This course defines the scope and segmentation of the convention and event market. Students will study sales techniques and strategies to meet these market needs.	
<b>HAT</b>	<b>2235</b>	<b>Security, Law and Risk Management for Hospitality and Tourism (3-0-0 hrs)</b>	<b>3</b>
		This course provides an overview of contract law and tort law as they relate to the hospitality and tourism industry. Students will gain an understanding of insurance, licensing, the Public Health Act, the Alberta Innkeepers Act, and current security issues and procedures as they relate to the protection of guests and assets. Risk management concepts will be examined.	
<b>HAT</b>	<b>2355</b>	<b>Leisure, Sporting Events and Recreation Operations (3-0-0 hrs)</b>	<b>3</b>
		This course provides students with an introductory understanding of the nature and scope of leisure, its role in the hospitality and tourism industry, and the function and structure of leisure providers. Students will have the opportunity to incorporate planning and management concepts to a leisure, sporting or recreation activity in their own community. Wellness tourism and urban recreation trends	

are also discussed in relation to their economic and social impacts.

**HAT 2450 Rural, Heritage and Food Tourism (3-0-0 hrs) 3**

Authentic guest experiences in the hospitality and tourism industry will drive innovation, product development, economic development and sustainable growth on a local, regional and national level. This theoretical and practical course introduces vital concepts relating to niche ventures and examines them from a variety of contexts including rural, agriculture-based, nature-based, heritage, and food tourism markets and operations.

Pre-requisite : HAT - 1255 :

**HAT 2550 Tour Guiding and Managing the Guest Experience (3-0-0 hrs) 3**

Students will learn all aspects of the tour guide industry, including pre-tour departure preparations, itinerary research and development, costing, guest and supplier relations, and tour monologue development and public speaking. Travel, food, accommodations, attractions and activities, as they pertain to independent and group touring, will also be covered. External certifications may be available.

Pre-requisite : HAT - 1255 :

**SEMESTER 3**

Course Credits  
(Total Credits:12)

**HAT 1170 Work Experience I - Examining Hospitality and Tourism Industry Operations (0-0-0 hrs) 3**

In this course students have the opportunity to apply, enhance and incorporate academic and/or technical knowledge and competencies acquired in the Hospitality and Tourism Management program at an industry-related business or organization. 250 hours of work experience is required and students must complete a series of assignments relating to the marketing and operations of the organization.

**HAT 1240 Introduction to Accounting (3-0-0 hrs) 3**

Students are introduced to financial accounting including the basic structure of accounting, the accounting information system including the preparation of financial statements, and generally accepted accounting principles.

**HAT 2170 Work Experience II - Analysis of Hospitality and Tourism Practices (0-0-0 hrs) 3**

In this course students are provided the opportunity to apply, enhance and incorporate academic or technical knowledge and competencies acquired in the Hospitality and Tourism Management program at an industry-related business or organization. 250 hours of work experience is required and students must complete a series of assignments relating to the analysis of management and operations of the organization.

Pre-requisite : HAT - 1170 :

**HAT 2490 Entrepreneurship and Product Development (3-0-0 hrs) 3**

Students will invest in, research, create and plan all aspects of an actual tourism experience event including venue, menu, staffing, costing, marketing and selling. The event(s) will take place during the residency term in HAT 2491 - Event Operations and Management course.

**SEMESTER 4**

Course Credits  
(Total Credits:3)

**HAT 2491 Event Operations and Management (3-0-0 hrs) 3**

The capstone course in the program enables students to utilize their competencies in an intense, demanding and real-life project-based series of experiences as they execute the event(s) developed in the Entrepreneurship and Product Development course. As a team member, students will have the opportunity to gain valuable supervisory and management experience while providing customer service excellence to guests. This course takes place during a 2-week residency period following the work experience term.

Pre-requisite : HAT - 2490 :

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

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# Land & Water Resources - Environmental Stewardship and Rural Planning Major Diploma



## Description

The Land and Water Resources program prepares its graduates for careers in land reclamation, environmental stewardship and rural planning emphasizing environmentally sustainable land management practices.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Manage environmental projects individually and collaboratively
2. Use critical thinking to solve land resource problems
3. Manage information using documentation and organizational skills
4. Communicate using written, oral and multimedia methods appropriate to the workplace
5. Access and evaluate environmental information
6. Apply professional, environmental and corporate ethics to the workplace
7. Apply chemistry and mathematical principles to land resource management
8. Manage plant communities
9. Manage watersheds and water quality
10. Analyze soil landscapes
11. Manage natural and agricultural ecosystems
12. Apply statutes, regulations and directives to land-use issues
13. Use tools, machinery, and instrumentation in land management
14. Assess environmental pollution
15. Plan rural land use
16. Demonstrate professionalism

## Requirements:

### SEMESTER 1

									Course Credits
									(Total Credits:15)
<b>WTR</b>	<b>1330</b>	<b>Water Fundamentals (3-2-0 hrs)</b>							<b>3</b>
This course is an introduction to the science and issues of water resource management. Topics include the properties of water, surface and groundwater hydrology, water quality standards, water quality analysis and sampling, and the protection of water resources.									
<b>SOI</b>	<b>1000</b>	<b>Fundamentals of Soil Science (3-2-0 hrs)</b>							<b>3</b>
This course encompasses the study of soil formation, soil properties and the characteristics and distribution of prairie soil resources. Students will also be introduced to soil classification, soil fertility and sustainable soil management.									
<b>PLS</b>	<b>1010</b>	<b>Plant Science Principles (3-2-0 hrs)</b>							<b>3</b>
This foundation course details plant morphology, physiology and taxonomy. Students learn how structures and processes affect overall plant growth and response to the surrounding environment. A dichotomous key is used to identify unknown plant species.									
<b>GPS</b>	<b>1200</b>	<b>GPS, Site Mapping and Graphics (0-5-0 hrs)</b>							<b>3</b>

In this course Global Positioning System (GPS) is used to navigate to site locations, and to record the location of features in the field. A variety of field measurement instruments, field notes and sketching are employed to collect site information. Data is processed in mapping programs to prepare maps in selected coordinate systems and to acquire land information from survey plans and air photos. The course requires significant walking outdoors in a variety of weather conditions, using equipment to collect on-site data.

**EVS 1210 Applied Ecology (3-2-0 hrs) 3**

This course provides an introduction to ecological principles at the species, population, community and ecosystem levels. Specific application of ecology to sustainability and the management of forest and grassland ecosystems are studied.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**AGN 1540 Introductory Pest Management (3-2-0 hrs) 3**

Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.

Pre-requisite : AGN - 1240 :or

Pre-requisite : PLS - 1010 :and

Pre-requisite : SOI - 1000 :

**LUP 1620 Land Systems and Legislation (3-2-0 hrs) 3**

Legislation and land tenure systems for private, crown and aboriginal lands are examined. Understanding the functions of government and the development of environmental legislation helps prepare students for careers in land and water resource management.

**CHE 1020 Environmental Chemistry (3-2-0 hrs) 3**

Students will study a range of topics in inorganic and organic chemistry including nomenclature of functional groups, stoichiometry, solutions, acids and bases, equilibrium reactions and transport mechanisms. The topics are linked to agricultural and environmental applications and provide a basis for the further study of soils, plants, water and contaminants.

**EVS 1730 Land Reclamation and Ethics (3-2-0 hrs) 3**

This course presents an overview of reclamation issues, regulations and field practices as well as the application of professional and environmental ethics to workplace situations. Special attention is given to wellsite, pipeline, oilsands, and open pit mining operations.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**PLS 2410 Native Plants of Alberta (3-2-0 hrs) 3**

An introduction to the importance, role and use of dominant native plant species on rangeland and forested areas within Alberta's ecoregions. Students learn to identify both non-vascular and vascular species in selected plant families using dichotomous plant keys. The processes to select and propagate native species for re-vegetation purposes are described.

Pre-requisite : PLS - 1010 :and

Pre-requisite : EVS - 1210 :

**WTR 2330 Water Quality (3-2-0 hrs) 3**



Students will investigate the physical, chemical and biological characteristics of water and their environmental and economic impacts. Monitoring systems and groundwater remediation methods are introduced along with field experiences in water quality data collection from surface and groundwater sources. Laboratory skills in general microbiology and water analysis are a major emphasis of the course.

Pre-requisite : WTR - 1330 :

**EVS 2000 Environmental Field School and Technical Reporting (3-2-0 hrs) 3**

Learners will undertake comprehensive environmental field data collection and investigations in Grassland, Parkland and Forested Natural Regions. Field data will be analyzed using various methods and technologies. Reports will be presented, summarizing field work. Learners will gain scientific and technical writing skills and practice career advancement strategies, culminating in a professional portfolio.

Pre-requisite : GPS - 1200 :and

Pre-requisite : SOI - 1000 :and

Pre-requisite : PLS - 1010 :and

Pre-requisite : WTR - 1330 :

**LUP 2610 Rural Development Practices (3-3-0 hrs) 3**

This course develops skills required for rural planning. Planning and development application scenarios provide hands-on experience in individual and group settings. Conflict resolution and positive communication techniques are examined. Various CAD design and sketching tools are used to support the Development Application process.

Pre-requisite : LUP - 1620 :

**LUP 2620 Applied Land Use Planning (3-2-0 hrs) 3**

This is a capstone course that focuses on problem solving and conflict resolution. Learners work directly with a participating Municipality. Final projects focus on the resolution of an existing issue and are presented to an active Municipal Council.

**SEMESTER 4**

Course Credits  
(Total Credits:15)

**AGN 2420 Crop Production and Biometrics (3-2-0 hrs) 3**

Students will describe the principles and practices of annual crop and perennial forage crop production in Western Canada. This course will focus on uses, identification, adaptation, and production practices of major field crops. An introduction to statistical methods will also be studied. Experimental designs that are commonly used in field research will be compared. Statistical data from a crop production experiment and from journal papers will be interpreted.

Pre-requisite : PLS - 1010 :

**GIS 1300 GIS Tools (0-5-0 hrs) 3**

This course introduces the concepts and applications of GIS technology (Geographic Information Systems). The student will gain hands-on experience using desktop and online GIS software in a computer lab environment. Students will use datasets from commercial sources for GIS projects. The GIS will be used to view, manage, and query spatial data, and to create various map outputs suitable for reports and presentations.

**SOI 2500 Sustainable Soil Management (3-2-0 hrs) 3**

This advanced course in soil science will allow the learner to develop skills in soil management, soil conservation and plant nutrition in sustainable agricultural systems. Learners will discuss factors that lead to soil degradation and the practices that can mitigate these problems. This course will also integrate these principles in the development of a sustainable land management plan.

**WTR 2630 Watershed Management (3-2-0 hrs) 3**

The 'watershed approach' is explored as a strategy for managing aquatic resources. Content areas include state-of-the-watershed assessments, alternatives for managing water quantity, alternatives

for managing water quality, methods for restoring aquatic ecosystems, and watershed planning processes. A culminating project requires students to choose a watershed for which an environmental issue of concern is identified and addressed through an appropriate management plan.

Pre-requisite : WTR - 1330 :

**SOI 2340 Soil Classification & Mapping (3-2-0 hrs) 3**

A study of soil genesis, morphology, and classification with particular focus on the Canadian System of Soil Classification (CSSC). Emphasis will be placed on the classification of soils by observing and measuring real soil properties that reflect processes of soil formation and environmental factors. Students will also be introduced to the concepts and procedures involved in mapping soils and interpreting soil resource inventory information.

Pre-requisite : SOI - 1000 :

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum
- Effective January 1, 2017 the course EVS 2740 (Bioremediation) is being replaced with EVS 2750 (Contaminated Sites Remediation). Credit will given to those students who have already completed EVS 2740 prior to December 31, 2016.
- Note: EVS 2730 Outline #1133 is effective until June 30, 2017. Shows as Historically as EVS 2730 Managing Contaminated Sites. Effective June 30, 2017 the course name changes to EVS 2730 Environmental Site Assessment.

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 09/01/2016 to Present

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# Land & Water Resources - Land Reclamation and Remediation Diploma



## Description

The Land and Water Resources program prepares its graduates for careers in land reclamation, environmental stewardship and rural planning emphasizing environmentally sustainable land management practices.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Manage environmental projects individually and collaboratively
2. Use critical thinking to solve land resource problems
3. Manage information using documentation and organizational skills
4. Communicate using written, oral and multimedia methods appropriate to the workplace
5. Access and evaluate environmental information
6. Apply professional, environmental and corporate ethics to the workplace
7. Apply chemistry and mathematical principles to land resource management
8. Manage plant communities
9. Manage watersheds and water quality
10. Analyze soil landscapes
11. Manage natural and agricultural ecosystems
12. Apply statutes, regulations and directives to land-use issues
13. Use tools, machinery, and instrumentation in land management
14. Assess environmental pollution
15. Remediate contaminated environments
16. Reclaim disturbed environments
17. Demonstrate professionalism

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>WTR</b>	<b>1330</b>	<b>Water Fundamentals (3-2-0 hrs)</b>	<b>3</b>
This course is an introduction to the science and issues of water resource management. Topics include the properties of water, surface and groundwater hydrology, water quality standards, water quality analysis and sampling, and the protection of water resources.			
<b>PLS</b>	<b>1010</b>	<b>Plant Science Principles (3-2-0 hrs)</b>	<b>3</b>
This foundation course details plant morphology, physiology and taxonomy. Students learn how structures and processes affect overall plant growth and response to the surrounding environment. A dichotomous key is used to identify unknown plant species.			
<b>SOI</b>	<b>1000</b>	<b>Fundamentals of Soil Science (3-2-0 hrs)</b>	<b>3</b>
This course encompasses the study of soil formation, soil properties and the characteristics and distribution of prairie soil resources. Students will also be introduced to soil classification, soil fertility and sustainable soil management.			
<b>GPS</b>	<b>1200</b>	<b>GPS, Site Mapping and Graphics (0-5-0 hrs)</b>	<b>3</b>
In this course Global Positioning System (GPS) is used to navigate to site locations, and to record			

the location of features in the field. A variety of field measurement instruments, field notes and sketching are employed to collect site information. Data is processed in mapping programs to prepare maps in selected coordinate systems and to acquire land information from survey plans and air photos. The course requires significant walking outdoors in a variety of weather conditions, using equipment to collect on-site data.

**EVS 1210 Applied Ecology (3-2-0 hrs) 3**

This course provides an introduction to ecological principles at the species, population, community and ecosystem levels. Specific application of ecology to sustainability and the management of forest and grassland ecosystems are studied.

**SEMESTER 2**

Course Credits  
(Total Credits:15)

**AGN 1540 Introductory Pest Management (3-2-0 hrs) 3**

Students will study the principles of pest management in agricultural cropping systems. They will learn the basic concepts of integrated pest management and principles guiding the safe use of pesticides. Learners will also focus on the identification of selected weeds, diseases and insects of field crops in western Canada.

Pre-requisite : AGN - 1240 :or

Pre-requisite : PLS - 1010 :and

Pre-requisite : SOI - 1000 :

**LUP 1620 Land Systems and Legislation (3-2-0 hrs) 3**

Legislation and land tenure systems for private, crown and aboriginal lands are examined. Understanding the functions of government and the development of environmental legislation helps prepare students for careers in land and water resource management.

**CHE 1020 Environmental Chemistry (3-2-0 hrs) 3**

Students will study a range of topics in inorganic and organic chemistry including nomenclature of functional groups, stoichiometry, solutions, acids and bases, equilibrium reactions and transport mechanisms. The topics are linked to agricultural and environmental applications and provide a basis for the further study of soils, plants, water and contaminants.

**EVS 1730 Land Reclamation and Ethics (3-2-0 hrs) 3**

This course presents an overview of reclamation issues, regulations and field practices as well as the application of professional and environmental ethics to workplace situations. Special attention is given to wellsite, pipeline, oilsands, and open pit mining operations.

**COM 1020 Workplace Communication (3-0-0 hrs) 3**

In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 3**

Course Credits  
(Total Credits:15)

**PLS 2410 Native Plants of Alberta (3-2-0 hrs) 3**

An introduction to the importance, role and use of dominant native plant species on rangeland and forested areas within Alberta's ecoregions. Students learn to identify both non-vascular and vascular species in selected plant families using dichotomous plant keys. The processes to select and propagate native species for re-vegetation purposes are described.

Pre-requisite : PLS - 1010 :and

Pre-requisite : EVS - 1210 :

<b>WTR</b>	<b>2330</b>	<b>Water Quality (3-2-0 hrs)</b>	<b>3</b>
<p>Students will investigate the physical, chemical and biological characteristics of water and their environmental and economic impacts. Monitoring systems and groundwater remediation methods are introduced along with field experiences in water quality data collection from surface and groundwater sources. Laboratory skills in general microbiology and water analysis are a major emphasis of the course.</p> <p>Pre-requisite : WTR - 1330 :</p>			
<b>EVS</b>	<b>2000</b>	<b>Environmental Field School and Technical Reporting (3-2-0 hrs)</b>	<b>3</b>
<p>Learners will undertake comprehensive environmental field data collection and investigations in Grassland, Parkland and Forested Natural Regions. Field data will be analyzed using various methods and technologies. Reports will be presented, summarizing field work. Learners will gain scientific and technical writing skills and practice career advancement strategies, culminating in a professional portfolio.</p> <p>Pre-requisite : GPS - 1200 :and</p> <p>Pre-requisite : SOI - 1000 :and</p> <p>Pre-requisite : PLS - 1010 :and</p> <p>Pre-requisite : WTR - 1330 :</p>			
<b>EVS</b>	<b>2330</b>	<b>Oilfield Reclamation (3-2-0 hrs)</b>	<b>3</b>
<p>This field-oriented course will teach reclamation practices in the context of Alberta's oil and gas industry. It includes an overview of petroleum facilities and production practices as they relate to land disturbance, as well as a review of procedures and equipment used to assess and reclaim disturbed sites. Students will apply regulatory criteria for cultivated, forested and range lands to sites in the field.</p> <p>Pre-requisite : EVS - 1730 :</p>			
<b>EVS</b>	<b>2730</b>	<b>Environmental Site Assessment (3-2-0 hrs)</b>	<b>3</b>
<p>Students learn the procedures related to the environmental site assessment of lands impacted by industrial activity. The course includes an overview of contaminant chemistry, waste management procedures, application of directives, assessment methods, and implementation of the Alberta Tier 1 guidelines related to the improvement of impacted soil and groundwater. Petroleum industry applications will be emphasized.</p> <p>Pre-requisite : CHE - 1020 :</p>			
<b>SEMESTER 4</b>			
			Course Credits (Total Credits:15)
<b>AGN</b>	<b>2420</b>	<b>Crop Production and Biometrics (3-2-0 hrs)</b>	<b>3</b>
<p>Students will describe the principles and practices of annual crop and perennial forage crop production in Western Canada. This course will focus on uses, identification, adaptation, and production practices of major field crops. An introduction to statistical methods will also be studied. Experimental designs that are commonly used in field research will be compared. Statistical data from a crop production experiment and from journal papers will be interpreted.</p> <p>Pre-requisite : PLS - 1010 :</p>			
<b>GIS</b>	<b>1300</b>	<b>GIS Tools (0-5-0 hrs)</b>	<b>3</b>
<p>This course introduces the concepts and applications of GIS technology (Geographic Information Systems). The student will gain hands-on experience using desktop and online GIS software in a computer lab environment. Students will use datasets from commercial sources for GIS projects. The GIS will be used to view, manage, and query spatial data, and to create various map outputs suitable for reports and presentations.</p>			
<b>SOI</b>	<b>2500</b>	<b>Sustainable Soil Management (3-2-0 hrs)</b>	<b>3</b>
<p>This advanced course in soil science will allow the learner to develop skills in soil management, soil</p>			

conservation and plant nutrition in sustainable agricultural systems. Learners will discuss factors that lead to soil degradation and the practices that can mitigate these problems. This course will also integrate these principles in the development of a sustainable land management plan.

**SOI 2340 Soil Classification & Mapping (3-2-0 hrs) 3**

A study of soil genesis, morphology, and classification with particular focus on the Canadian System of Soil Classification (CSCS). Emphasis will be placed on the classification of soils by observing and measuring real soil properties that reflect processes of soil formation and environmental factors. Students will also be introduced to the concepts and procedures involved in mapping soils and interpreting soil resource inventory information.

Pre-requisite : SOI - 1000 :

**EVS 2750 Contaminated Sites Remediation (3-2-0) 3**

This course will cover the principles and techniques used for the remediation of contaminated land and water. A study of concepts related to ecological and human health risk as outlined in the Alberta Tier 2 Soil and Groundwater Remediation Guidelines. Students will apply the relevant physical, chemical and biological remediation technologies used by industry to contaminated soil and groundwater related scenarios.

Pre-requisite : EVS - 2730 :

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum
- Effective January 1, 2017 the course EVS 2740 (Bioremediation) is being replaced with EVS 2750 (Contaminated Sites Remediation). Credit will given to those students who have already completed EVS 2740 prior to December 31, 2016.
- Note: EVS 2730 Outline #1133 is effective until June 30, 2017. Shows as Historically as EVS 2730 Managing Contaminated Sites. Effective June 30, 2017 the course name changes to EVS 2730 Environmental Site Assessment.

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Effective Date: 01/01/2017 to Present

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# Land Agent Diploma



## Description

The Olds College Land Agent program's primary focus is to prepare its graduates to contribute to the successful relationship between the energy sectors, transportation industries and landowner groups by providing practical training in surface land acquisition. Acting as a liaison, land agents facilitate communication between stakeholders.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply land terminology in surface land operations.
2. Apply principles of agronomy to the management of surface land operations.
3. Communicate ethically with a variety of surface land stakeholders.
4. Complete documentation for the acquisition and management of surface land interests.
5. Apply current laws and directives to the management of surface rights.
6. Demonstrate self-management skills in the land business.
7. Analyze First Nations issues relating to surface rights.
8. Apply environmental principles to the sustainable management of natural resources.
9. Explain the stages of producing energy in order to communicate with industry stakeholders.
10. Analyze factors affecting land value.
11. Manage land and mapping information using computer technologies.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>LND</b>	<b>1004</b>	<b>Alberta Crown Lands (3-0-0 hrs)</b>	<b>3</b>
This course addresses the multiple demands on Alberta's Crown lands and examines the role different provincial government bodies have in the management of crown lands. Stakeholder interests are identified and discussed. Learners apply provincial regulations in the surface land acquisition and development process in scenarios.			
<b>LND</b>	<b>1003</b>	<b>Energy Fundamentals (3-0-0 hrs)</b>	<b>3</b>
This course provides students with an understanding of the evolution of the Oil and Gas Industry. They will be introduced to Canada's crude oil & natural gas resources and the role they play in modern society. Students will learn the basics of the industry, from exploration through to refining and end use. Alternative energy sources and the challenges and opportunities facing the industry in the 21st Century will also be examined.			
<b>AGN</b>	<b>1010</b>	<b>Vegetation of Western Canada (3-2-0 hrs)</b>	<b>3</b>
This course provides an introduction to the vegetation found on native and disturbed sites in Western Canada. Students learn the identification, adaptation and use of major forest, rangeland and crop species to effectively communicate with landowners. The identification, importance, growth, dispersal and management of common prairie weeds are also emphasized.			
<b>LND</b>	<b>1009</b>	<b>Land Documents and Compensation (3-0-1 hrs)</b>	<b>3</b>
This course provides an overview of documentation and compensation in the oil and gas industry. Students will learn about land professional roles, surface and mineral rights ownership in Alberta and the western Canada survey system. Upon completion of this course they will be able to perform			

		compensation calculations and prepare surface leases and accompanying documents.	
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
		In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	

**SEMESTER 2**

			Course Credits (Total Credits:15)
<b>AGB</b>	<b>1000</b>	<b>Agricultural Value and Practices (3-0-3 hrs)</b>	<b>3</b>
		The focus of the course is to develop the learner's knowledge of the agricultural community and specifically of agricultural practices in Western Canada. The student will develop an appreciation for the time, input costs and infrastructure required to support a variety of agricultural enterprises. In addition to identifying common breeds of livestock and farm equipment, students will evaluate how energy developments impact selected agricultural practices.	
<b>LND</b>	<b>1001</b>	<b>Surface Rights &amp; Land Applications(3-0-0 hrs)</b>	<b>3</b>
		Learners examine the workings of the judicial system in Alberta as it relates to the surface land acquisition process. Learners gain an appreciation for the amount of preparatory work required in appearing before a quasi-judicial board. Learners are able to explain and apply the requirements of the selected pieces of legislation used in the surface land business.  Pre-requisite : LND - 1009 :	
<b>LND</b>	<b>1010</b>	<b>Beyond Oil and Gas (3-0-0 hrs)</b>	<b>3</b>
		This course primarily focuses on electrical, pipeline, telecommunication and highway design and planning in concert with land rights acquisition. The acquisition of land and land rights for alternative energy sources, such as coal, geothermal, wind power and solar energy, will also be explored. Survey drawings and sketch plans will be applied to assist the student in planning and routing and the proper completion of compensation calculations and legal documents.  Pre-requisite : LND - 1009 :	
<b>SOI</b>	<b>1000</b>	<b>Fundamentals of Soil Science (3-2-0 hrs)</b>	<b>3</b>
		This course encompasses the study of soil formation, soil properties and the characteristics and distribution of prairie soil resources. Students will also be introduced to soil classification, soil fertility and sustainable soil management.	
<b>COM</b>	<b>1030</b>	<b>Workplace Professionalism (3-0-0 hrs)</b>	<b>3</b>
		This course introduces students to strategies and techniques for managing self, interacting with others, advancing careers and making ethical decisions. Students develop action plans for professional success, create career documents to demonstrate strengths, skills and abilities and utilize an industry-specific case study to examine ethical issues.	

**SEMESTER 3**

			Course Credits (Total Credits:15)
<b>WTR</b>	<b>1330</b>	<b>Water Fundamentals (3-2-0 hrs)</b>	<b>3</b>
		This course is an introduction to the science and issues of water resource management. Topics include the properties of water, surface and groundwater hydrology, water quality standards, water quality analysis and sampling, and the protection of water resources.	
<b>GIS</b>	<b>1010</b>	<b>Site Maps &amp; Interpretation (0-6-0 hrs)</b>	<b>3</b>
		Land Agents need to gather land information for the purposes of placement and routing of facilities. Students will access Internet sites and applications to gather land information. In the field, learners use GPS, selected measurement methods, field notes and sketches to navigate and to collect site information. Project data is processed to prepare maps that include layers of GPS records, imagery and survey plans. Learners also interpret the symbols and contents used in maps, photos and survey plans. The course requires significant walking outdoors in a variety of weather conditions,	



		using equipment to collect on-site data.	
<b>LND</b>	<b>2007</b>	<b>Public Engagement (3-0-1 hrs)</b>	<b>3</b>
		The field work for Land Agents in the areas of Public Engagement has expanded exponentially in the past ten years. As regulatory expectations become more stringent and prescriptive, the demand for Land Agents to work in roles that address these requirements has led to new work opportunities. In addition to the new regulatory requirements, industry in general is striving to be more socially responsible and build positive corporate reputations globally, nationally and locally. At the local level, positive community relations is a key part of success, and Land Agents play a critical role in managing information exchange and resolving issues that arise. This course will prepare Land Agents with the depth of knowledge and skill needed to meet this growing demand.	
		Pre-requisite : LND - 1009 :	
<b>LND</b>	<b>2002</b>	<b>Advanced Regulations (3-1.5-0 hrs)</b>	<b>3</b>
		This course examines Federal and Provincial governmental requirements and issues important to land agents, land analysts, surface land owners, occupants, local authorities and managers. Learners will research issues impacting stakeholders including: setbacks, flaring, and emergency preparedness.	
		Pre-requisite : LND - 1001 :and	
		Pre-requisite : LND - 1004 :	
<b>LND</b>	<b>2460</b>	<b>Reclamation Fundamentals (3-0-0 hrs)</b>	<b>3</b>
		This course is an overview of practices and principles involved in the reclamation of disturbed lands. It focuses on the application of soil handling and re-vegetation techniques to reclaim well sites and associated facilities as well as the reclamation and rehabilitation of spills into an aquatic environment. It also examines the establishment of vegetation on disturbed sites, site stabilization and provides an overview of the current reclamation criteria used in Alberta.	
		Pre-requisite : AGN - 1010 :and	
		Pre-requisite : SOI - 1000 :	
<b>SEMESTER 4</b>			
			Course Credits (Total Credits:15)
<b>LND</b>	<b>2008</b>	<b>Aboriginal Engagement (3-0-1 hrs)</b>	<b>3</b>
		A very specialized and rapidly growing area of public engagement is that of Aboriginal consultation and community engagement. While the fiduciary responsibility to consult has been a burden on the crown since the time of confederation, the legislation and regulations requiring developers to play a direct role in this is relatively recent. Like public engagement, regulatory expectations related to Aboriginal consultation have expanded into complex and legally charged requirements. This is an area of specialized expertise that Land Agents may wish to pursue as a full-time career. This course will provide Land Agents with greater cultural awareness and the historical, political and legal background related to lands impacted by Aboriginal rights.	
		Pre-requisite : LND - 2007 :	
<b>LUP</b>	<b>2010</b>	<b>Land Planning &amp; Appraisal (3-0-1 hrs)</b>	<b>3</b>
		This course evaluates the administration and valuation of rural property. Learners investigate the development of municipal government structures and assess their importance in the development of rural land. Major planning legislation and systems including on-farm processes are compared and contrasted. The appraisal of rural properties is examined as it applies to the duties and responsibilities of Land Agents.	
<b>LND</b>	<b>2350</b>	<b>Land Negotiations and Ethics (3-0-2 hrs)</b>	<b>3</b>
		This course introduces learners to land industry ethics and land acquisition negotiations. Learners apply ethics and communication strategies to land negotiations and business relations. The course uses actual land industry case scenarios. Students will also be asked to participate in an industry based practicum placement during the winter mid-term break.	
<b>LND</b>	<b>2500</b>	<b>Land Negotiation Simulation (3-0-3 hrs)</b>	<b>3</b>

In this course, learners are expected to manage their negotiation projects in a professional manner as part of a larger team. Working with team members, learners prepare documents, manage time lines and problem solve. Negotiation and communication skills are practiced in life-like contexts. Reflecting on their successes and failures as both a negotiator and as a team member is an expectation and opportunity for growth.

Pre-requisite : AGB - 1000 :

Pre-requisite : LND - 2007 :and

Pre-requisite : LND - 2002 :

**LND 2501 Land Agent Tune Up (3-0-1 hrs)**

**3**

This course provides learners with an extensive review of selected competencies in order to help them prepare to write the Alberta government land agent license exams. The Alberta Land Agent reference manual, developed by the provincial Land Agent Advisory Committee, will be used to reinforce essential skills and knowledge. Students will also be required to complete an industry based practicum during the winter mid-term break and reflect on learning achieved during this experience.

Pre-requisite : AGB - 1000 :

Pre-requisite : LND - 2002 :and

Pre-requisite : LND - 2007 :

## Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

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Effective Date: 05/23/2014

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# Master Spinner Certificate



## Description

To provide students with a comprehensive set of hand spinning skills with all major types of fibres, yarns, and end uses of spun yarns.

## Requirements:

### Program Requirements

			Course Credits (Total Credits:18)
<b>MSP</b>	<b>6001</b>	<b>Master Spinner Level 1</b>	<b>3</b>
<p>This course provides an introduction to the basic principles of spinning yarns; the nature and characteristics of wool; selection, processing and spinning of wool; and nature dyeing.</p> <p>Pre-requisite : A beginner spinning course or equivalent - must be comfortable with a spinning wheel.</p>			
<b>MSP</b>	<b>6002</b>	<b>Master Spinner Level 2</b>	<b>3</b>
<p>This course explores advanced spinning techniques such as plying, blending, spinning to specifics and advanced wheel operations. In addition to wool students will learn to spin silk, llama, alpaca, mohair, camel and camel down.</p> <p>Pre-requisite : MSP - 6001 :</p> <p>Corequisite : MSP - 6001 :</p>			
<b>MSP</b>	<b>6003</b>	<b>Master Spinner Level 3</b>	<b>3</b>
<p>This course focuses on spinning cotton and silk fibres; more advanced spinning techniques with wool and more complicated nature dyeing techniques.</p> <p>Pre-requisite : MSP - 6002 :</p> <p>Corequisite : MSP - 6002 :</p>			
<b>MSP</b>	<b>6004</b>	<b>Master Spinner Level 4</b>	<b>3</b>
<p>This course focuses on spinning and dyeing of cellulose fibres such as ramie, cotton and flax; protein fibres-silk, mohair, camel, cashmere and wool fibres; and acid dyeing.</p> <p>Pre-requisite : MSP - 6003 :</p> <p>Corequisite : MSP - 6003 :</p>			
<b>MSP</b>	<b>6005</b>	<b>Master Spinner Level 5</b>	<b>3</b>
<p>This course focuses on spinning of cellulose and manmade fibres; spinning to measured specifications and for special purposes; and fibre reactive dyeing of cellulose fibres.</p> <p>Pre-requisite : MSP - 6004 :</p> <p>Corequisite : MSP - 6004 :</p>			
<b>MSP</b>	<b>6006</b>	<b>Master Spinner Level 6</b>	<b>3</b>
<p>This course focuses on using silk, dyeing with indigo, spinning to specific requirements and an in-depth study.</p> <p>Pre-requisite : MSP - 6005 :</p> <p>Corequisite : MSP - 6005 :</p>			

## Graduation Requirements

- Completion of 18 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

Every effort has been made to ensure that information in this program is accurate at the time of publication. The College reserves the right to change programs if it becomes necessary so that program content remains relevant. In such cases, Olds College will provide clear and timely notice of the changes.

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Effective Date: 07/01/2007 to Present

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# Master Weaver Certificate



## Description

This program will provide a student with a comprehensive set of hand weaving skills

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Explain and use popular weaving tools & techniques
2. Design and plan a variety of popular weaving projects
3. Recognize a variety of weaving structures
4. Identify major types of fibres
5. Build and communicate their own portfolio of weaving skills

## Requirements:

### Program Requirements

			Course Credits
			(Total Credits:12)
<b>MSW</b>	<b>6000</b>	<b>Master Weaver Level 1</b>	<b>3</b>
<p>This course demonstrates and practices the basic principles of weaving; tools, weaving process and structure, planning and designing for weaving, drafting and project calculations. This level also studies the characteristics of wool as a material for weaving and explores various resources for the weaver.</p> <p>Pre-requisite : Beginner Weaving or equivalent - must be able to independently warp a loom.</p>			
<b>MSW</b>	<b>6001</b>	<b>Master Weaver Level 2</b>	<b>3</b>
<p>This course builds on the knowledge gained from the Master Weaver Level 1 course. Plain weave and twill are explored in more detail and the overshot weave structure is introduced. This level also studies the characteristics of cotton as a material for weaving.</p> <p>Pre-requisite : MSW - 6000 :</p>			
<b>MSW</b>	<b>6002</b>	<b>Master Weaver Level 3</b>	<b>3</b>
<p>This course focuses on block weaves, profile drafting, and multi-shaft weaving. The use of linen and silk in weaving, complex looms, and different computer weaving programs will be discussed. Students will be competent to apply the profile draft to various weave structures, and execute true unit weave structures, non-unit weave structures, and grouped thread projects. Students will demonstrate understanding and competency of a multi shaft weaving project and demonstrate competency in the use of both linen and silk fibres in an appropriate way.</p> <p>Pre-requisite : MSW - 6001 :</p>			
<b>MSW</b>	<b>6003</b>	<b>Master Weaver Level 4</b>	<b>3</b>
<p>This course requires the student to use all the information learned thus far in the Master Weaver program to develop a personal language utilizing the fundamentals of design and colour as applied to the woven structure. The fundamentals of design will be covered as they relate to the whole, and then in relation to weaving. Colour theory will be covered and then practiced in class. The majority of the classroom work will be in theory and on paper.</p> <p>Pre-requisite : MSW - 6002 :</p>			

## Graduation Requirements

Under Review stages-more levels in development-no grads at this time.

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 09/01/2010 to Present

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# Meat Industry Management Certificate



## Description

Olds College Meat Industry Management Program will provide training to develop the knowledge and leadership skills of its students' which are needed to succeed in various career paths within the Canadian Meat Industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Create written food safety and operational documentation to meet industry standards.
2. Perform techniques for effective sanitation of meat processing equipment and facilities.
3. Apply food safety principles to comply with regulatory requirements.
4. Perform meat cutting to packing house and case ready operations requirements.
5. Perform value-added processed meats production to meet Canadian meat industry requirements.
6. Perform retail meat operations to meet the retail meat industry requirements.
7. Perform abattoir operations to meet industry requirements.
8. Apply meat science principles to meet the needs of consumers and meat industry.
9. Interact professionally with clients and colleagues within the Canadian meat industry.
10. Demonstrate basic computer skills applicable to the Canadian meat industry.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>ACT</b>	<b>1000</b>	<b>Recordkeeping (1.5-0-1.5 hrs)</b>	<b>3</b>
Recordkeeping is a course that provides learners with the opportunity to develop competencies in input, manipulation and output of data necessary to demonstrate the successful operation of a business enterprise. This course is designed to provide an application of spreadsheet software skills to the operations tracking of data needed to develop financial statements. It is strongly recommended students have a working knowledge of spreadsheet software.			
<b>MEP</b>	<b>2009</b>	<b>Advanced Meat Processing (2-4-0 hrs)</b>	<b>3</b>
Students will apply meat science and technological principles to develop, prepare and package a selection of value added products to meet identified customer/market requirements.			
Corequisite : MEP - 1500 :			
Corequisite : MEP - 2006 :			
Corequisite : MEP - 2008 :			
Corequisite : ACT - 1000 :			
<b>MEP</b>	<b>1500</b>	<b>Meat Business Management (3-0-0 hrs)</b>	<b>3</b>
Students will gain the knowledge and hands on skills to manage the human resources, operational and business performance needs of meat industry processors.			
Corequisite : MEP - 2006 :			
Corequisite : MEP - 2008 :			
Corequisite : MEP - 2009 :			
Corequisite : ACT - 1000 :			
<b>MEP</b>	<b>2006</b>	<b>Meat Merchandising &amp; Marketing (1.7-4.3-0 hrs)</b>	<b>3</b>

Students will gain practical skills in meat merchandising and marketing through the management of a service case and advanced merchandising techniques.

Corequisite : MEP - 1007 :and

Corequisite : MEP - 1008 :and

Corequisite : MEP - 1009 :and

Corequisite : MEP - 1010 :

**MEP 2008 Advanced Food Safety Management (3-3-0 hrs)**

**3**

Students will apply food safety concepts and strategies for the development, implementation, maintenance and management of auditable food safety systems in the meat industry.

Pre-requisite : MEP - 1009 : or equivalent

Corequisite : MEP - 1500 :

Corequisite : MEP - 2006 :

Corequisite : MEP - 2009 :

Corequisite : ACT - 1000 :

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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# Meat Processing Certificate



## Description

Olds College Meat Processing Program will provide training to develop the knowledge and leadership skills of its students' which are needed to succeed in various career paths within the Canadian Meat Industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Create written food safety and operational documentation to meet industry standards.
2. Perform techniques for effective sanitation of meat processing equipment and facilities.
3. Apply food safety principles to comply with regulatory requirements.
4. Perform meat cutting to packing house and case ready operations requirements.
5. Perform value-added processed meats production to meet Canadian meat industry requirements.
6. Perform retail meat operations to meet the retail meat industry requirements.
7. Perform abattoir operations to meet industry requirements.
8. Apply meat science principles to meet the needs of consumers and meat industry.
9. Interact professionally with clients and colleagues within the Canadian meat industry.
10. Demonstrate basic computer skills applicable to the Canadian meat industry.

## Requirements:

### SEMESTER 1

Course Credits  
(Total Credits:12)

<b>MEP</b>	<b>1007</b>	<b>Meat Cutting (1.3-4.7-0 hrs)</b>	<b>3</b>
		Students will gain practical meat fabrication and packaging skills to produce meat cuts for the retail, food service and custom markets.	
		Corequisite : MEP - 1008 :and	
		Corequisite : MEP - 1009 :and	
		Corequisite : MEP - 1010 :and	
		Corequisite : MEP - 1006 :or	
		Corequisite : MEP - 2006 :	
<b>MEP</b>	<b>1008</b>	<b>Value Added Processing (1.3-1.7-0 hrs)</b>	<b>3</b>
		Students will participate in the preparation and processing of selected value added meat products such as fresh and fully cooked sausages, hams and deli style meats.	
		Corequisite : MEP - 1007 :and	
		Corequisite : MEP - 1009 :and	
		Corequisite : MEP - 1010 :and	
		Corequisite : MEP - 1006 :or	
		Corequisite : MEP - 2006 :	
<b>MEP</b>	<b>1009</b>	<b>Food Safety and Sanitation (3-3-0 hrs)</b>	<b>3</b>
		Students will apply food safety measures and conduct sanitation operations within the meat production environment to comply with regulations and industry standards.	
		Corequisite : MEP - 1007 :and	

Corequisite : MEP - 1008 :and

Corequisite : MEP - 1010 :and

Corequisite : MEP - 1006 :or

Corequisite : MEP - 2006 :

**MEP 1010 Meat Industry Communication (3-0-0 hrs) 3**

In this course, students will develop communications skills focused on the meat industry. The course will prepare students to work in teams, practice effective customer relations and sales techniques, and pursue employment opportunities in the meat industry.

Corequisite : MEP - 1007 :and

Corequisite : MEP - 1008 :and

Corequisite : MEP - 1009 :and

Corequisite : MEP - 1006 :or

Corequisite : MEP - 2006 :

**In addition to the four courses listed above students will be required to choose an option from the courses listed below. Students will be required to achieve 15 credits to receive their certificate.**

**Option 1:**

Course Credits  
(Total Credits:3)

**MEP 1006 Livestock Slaughter (0.7-5.3-0 hrs) 3**

Through guided instruction and on site applications, students will perform humane slaughter of selected livestock species to meet industry and regulatory inspection requirements.

Corequisite : MEP - 1007 :and

Corequisite : MEP - 1008 :and

Corequisite : MEP - 1009 :and

Corequisite : MEP - 1010 :

**Option 2:**

Course Credits  
(Total Credits:3)

**MEP 2006 Meat Merchandising & Marketing (1.7-4.3-0 hrs) 3**

Students will gain practical skills in meat merchandising and marketing through the management of a service case and advanced merchandising techniques.

Corequisite : MEP - 1007 :and

Corequisite : MEP - 1008 :and

Corequisite : MEP - 1009 :and

Corequisite : MEP - 1010 :

## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 07/01/2016 to Present

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# Prairie Horticulture - Fruit and Vegetable Production Certificate



## Description

This program focuses on providing education and training to people interested in fruit and vegetable production.

Three western Canadian institutions - Assiniboine Community College (ACC), University of Saskatchewan (UofS) and Olds College (OC) have joined together to offer the Prairie Horticulture Certificate Program. Each school has developed courses for the certificate program in their areas of expertise.

## Requirements:

### Requirements

Course Credits  
(Total Credits:33)

### Required Courses:

#### **PUS 7000 Applied Botany 5**

Course offered at the University of Saskatchewan

#### **PUS 7005 Soils for Horticulture 5**

Course offered by University of Saskatchewan

#### **PAS 7004 Postharvest Handling of Food Crops 3**

Course offered by Assiniboine Community College

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Courses from approved elective 'A' List below**

**ELECTIVE: Course from approved elective 'A' list below**

**ELECTIVE: Course from approved elective 'B' list below**

**ELECTIVE: Course from approved elective 'B' list below**

**ELECTIVE: Course from approved elective 'A' or 'B' or 'C' list below**

**ELECTIVE: Course from approved elective 'A' or 'B' or 'C' list below (only if needed to meet graduation standards)**

**Approved Electives 'A':**

			Course Credits (Total Credits:33)
<b>POL</b>	<b>6009</b>	<b>Integrated Plant Management</b>	<b>5</b>
<p>Plants grow in relationship both to each other and to the environment, responding favorably or negatively to the conditions to which they are subjected. This course is an introduction to the basics of a holistic approach to plant care. This includes identifying and monitoring plant needs, defending and responding to threats to plant health, and developing one's own philosophy and strategies to achieve the desired health and quality of horticultural crops.</p>			
<b>POL</b>	<b>6001</b>	<b>Basics of Horticultural Marketing</b>	<b>3</b>
<p>This course introduces marketing basics to those interested in marketing within the horticulture industry. You will gain an understanding of the fundamental marketing elements of the Canadian and prairie horticultural industry, basic principles of marketing and consumer behaviour, price setting, elements of the sales process, distribution channels in domestic and global markets, and the marketing plan and its components.</p>			
<b>POL</b>	<b>6000</b>	<b>Basics of Horticultural Business Management</b>	<b>3</b>
<p>This course introduces business management basics to those who are interested in operating a small business within the horticulture industry. The learner will gain an understanding of the characteristics of a small business and the principles of small business organization, financial performance in a small business, small business budgeting, and human resources management for the small business.</p>			

**PAS 7002 Safe Work/Pesticide Application 3**

Course Offered by Assiniboine Community College

**Approved Electives 'B':**

			Course Credits (Total Credits:33)
<b>PUS 7002 Fruit Production 3</b>			
Course Offered By University of Saskatchewan			
<b>POL</b>	<b>6008</b>	<b>Plant Propagation</b>	<b>5</b>
<p>This course provides the theoretical and practical information necessary for understanding the physiological and physical processes involved in propagation and the required skills to carry out various propagation techniques.</p>			
<b>PUS 7007 Vegetable Crop Production 3</b>			
Course Offered by The University of Saskatchewan			

## Approved Electives 'C':

Course Credits  
(Total Credits:33)

**POL 6010 Arboriculture 3**

This course will cover the fundamental biology, selection, installation, establishment and maintenance of woody trees, shrubs, and vines commonly utilized for landscaping purposes in the Prairies.

**POL 6002 Field Production of Floral Crops 3**

This course takes you through the steps to plan and establish a production field for floral crops. You will gain sufficient knowledge to make practical decisions about what to grow and how to establish, maintain, and harvest selected floral crops.

### **PUS 7001 Floral Design 3**

Course offered by the University of Saskatchewan

**POL 6003 Greenhouse Crop Production 5**

This course gives the learner the basic skills in greenhouse production including an overview of the prairie greenhouse industry, production economics, chemical and biological pest control and the production of bedding plants, potted and flowering plants and vegetables.

**POL 6004 Greenhouse Structures and Environments 3**

This course will give the learner the fundamentals of greenhouse construction, maintenance and specialized features of greenhouse structures and environmental controls.

**POL 6005 Herbaceous Landscape Plants 3**

This course leads you through a study of herbaceous plants and their use in prairie landscapes. You will learn to identify selected plants, plan for their care and make the most of their unique features in ornamental gardens. The course also focuses on the theory and practice of garden design with herbaceous plants as well as the essential aspects of annual and perennial garden preparation, planting and maintenance.

### **PAS 7000 Human Resource Management 5**

Course offered by Assiniboine Community College

### **PUS 7003 Indoor Landscaping 5**

Course offered by University of Saskatchewan

**POL 6006 Landscape Construction 3**

In this course, you will learn about the use of segmental pavement, water features, retaining walls, low-voltage lighting, wooden decks and fences in residential and commercial landscapes. You will be introduced to the selection of construction materials, and installation and care procedures for these hard landscape features.

**POL 6007 Landscape Design 5**

Develop the skills you need to produce a simple landscape design for a client. This course covers explaining the design process, identifying client needs, producing a series of preliminary site plans and a design program using drafting equipment, and producing a basic landscape design in "plan view".

### **PUS 7004 Medicinal & Aromatic Plants 3**

Course offered by University of Saskatchewan

### **PAS 7001 Nursery Crop Production 3**

Course offered by Assiniboine Community College

### **PAS 7003 Turfgrass Production & Management 5**

Course offered by Assiniboine Community College

### **PUS 7006 Woody Landscape Plants 3**

Course offered by University of Saskatchewan

## **Graduation Requirements**

- Completion of a minimum of 33 credits totaling 360 hours
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A of 2.00 or better

## **Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### **Changes to this Program**

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# Prairie Horticulture - Greenhouse Crop Production Certificate



## Description

This program focuses on providing education and training to people interested in Greenhouse Crop Production.

Three western Canadian institutions - Assiniboine Community College (ACC), University of Saskatchewan (UofS) and Olds College (OC) have joined together to offer the Prairie Horticulture Certificate Program. Each school has developed courses for the certificate program in their areas of expertise.

## Requirements:

### Requirements

Course Credits  
(Total Credits:35)

### Required Courses:

<b>POL</b>	<b>6003</b>	<b>Greenhouse Crop Production</b>	<b>5</b>
This course gives the learner the basic skills in greenhouse production including an overview of the prairie greenhouse industry, production economics, chemical and biological pest control and the production of bedding plants, potted and flowering plants and vegetables.			
<b>POL</b>	<b>6004</b>	<b>Greenhouse Structures and Environments</b>	<b>3</b>
This course will give the learner the fundamentals of greenhouse construction, maintenance and specialized features of greenhouse structures and environmental controls.			

### **PUS 7000 Applied Botany 5**

Course offered by the University of Saskatchewan

### **PUS 7005 Soils for Horticulture 5**

Course offered by the University of Saskatchewan

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'B' list below**



**ELECTIVE: Course from approved electives 'A' or 'B' or 'C' list below**

**Approved Electives 'A'**

			Course Credits (Total Credits:35)
<b>POL</b>	<b>6009</b>	<b>Integrated Plant Management</b>	<b>5</b>
<p>Plants grow in relationship both to each other and to the environment, responding favorably or negatively to the conditions to which they are subjected. This course is an introduction to the basics of a holistic approach to plant care. This includes identifying and monitoring plant needs, defending and responding to threats to plant health, and developing one's own philosophy and strategies to achieve the desired health and quality of horticultural crops.</p>			
<b>POL</b>	<b>6000</b>	<b>Basics of Horticultural Business Management</b>	<b>3</b>
<p>This course introduces business management basics to those who are interested in operating a small business within the horticulture industry. The learner will gain an understanding of the characteristics of a small business and the principles of small business organization, financial performance in a small business, small business budgeting, and human resources management for the small business.</p>			
<b>POL</b>	<b>6001</b>	<b>Basics of Horticultural Marketing</b>	<b>3</b>
<p>This course introduces marketing basics to those interested in marketing within the horticulture industry. You will gain an understanding of the fundamental marketing elements of the Canadian and prairie horticultural industry, basic principles of marketing and consumer behaviour, price setting, elements of the sales process, distribution channels in domestic and global markets, and the marketing plan and its components.</p>			

**PAS 7002 Safe Work/Pesticide Application 3**

Course offered by Assiniboine Community College

**Approved Electives 'B':**

			Course Credits (Total Credits:35)
<b>POL</b>	<b>6008</b>	<b>Plant Propagation</b>	<b>5</b>
<p>This course provides the theoretical and practical information necessary for understanding the physiological and physical processes involved in propagation and the required skills to carry out various propagation techniques.</p>			

**PUS 7003 Indoor Landscaping 5**

Course offered by the University of Saskatchewan

**Approved Electives 'C':**

			Course Credits (Total Credits:35)
<b>POL</b>	<b>6010</b>	<b>Arboriculture</b>	<b>3</b>
<p>This course will cover the fundamental biology, selection, installation, establishment and maintenance of woody trees, shrubs, and vines commonly utilized for landscaping purposes in the</p>			

Prairies.

**POL 6002 Field Production of Floral Crops 3**

This course takes you through the steps to plan and establish a production field for floral crops. You will gain sufficient knowledge to make practical decisions about what to grow and how to establish, maintain, and harvest selected floral crops.

**PUS 7001 Floral Design 3**

Course offered by the University of Saskatchewan

**PUS 7002 Fruit Production 3**

Course offered by the University of Saskatchewan

**POL 6005 Herbaceous Landscape Plants 3**

This course leads you through a study of herbaceous plants and their use in prairie landscapes. You will learn to identify selected plants, plan for their care and make the most of their unique features in ornamental gardens. The course also focuses on the theory and practice of garden design with herbaceous plants as well as the essential aspects of annual and perennial garden preparation, planting and maintenance.

**PAS 7000 Human Resource Management 5**

Course offered by Assiniboine Community College

**POL 6006 Landscape Construction 3**

In this course, you will learn about the use of segmental pavement, water features, retaining walls, low-voltage lighting, wooden decks and fences in residential and commercial landscapes. You will be introduced to the selection of construction materials, and installation and care procedures for these hard landscape features.

**POL 6007 Landscape Design 5**

Develop the skills you need to produce a simple landscape design for a client. This course covers explaining the design process, identifying client needs, producing a series of preliminary site plans and a design program using drafting equipment, and producing a basic landscape design in "plan view".

**PUS 7004 Medicinal & Aromatic Plants 3**

Course offered by the University of Saskatchewan

**PAS 7001 Nursery Crop Production 3**

Course offered by the Assiniboine Community College

**PAS 7004 Postharvest Handling of Food Crops 3**

Course offered by the Assiniboine Community College

**PAS 7003 Turfgrass Production & Management 5**

Course offered by the Assiniboine Community College

### **PUS 7007 Vegetable Crop Production 3**

Course offered by the University of Saskatchewan

### **PUS 7006 Woody Landscape Plants 3**

Course offered by the University of Saskatchewan

## **Graduation Requirements**

- Completion of a minimum of 35 credits totaling 360 hours
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A of 2.00 or better

## **Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### **Changes to this Program**

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# Prairie Horticulture - Landscaping and Arboriculture Certificate



## Description

This program focuses on providing education and training to people interested in Landscaping and Arboriculture.

Three western Canadian institutions - Assiniboine Community College (ACC), University of Saskatchewan (UofS) and Olds College (OC) have joined together to offer the Prairie Horticulture Certificate Program. Each school has developed courses for the certificate program in their areas of expertise.

## Requirements:

### Requirements

Course Credits  
(Total Credits:33)

### Required Courses:

#### **PUS 7000 Applied Botany 5**

Course offered by the University of Saskatchewan

#### **PUS 7005 Soils for Horticulture 5**

Course offered by the University of Saskatchewan

#### **PUS 7006 Woody Landscape Plants 3**

Course offered by the University of Saskatchewan

#### **POL 6010 Arboriculture**

**3**

This course will cover the fundamental biology, selection, installation, establishment and maintenance of woody trees, shrubs, and vines commonly utilized for landscaping purposes in the Prairies.

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'B' list below**

**ELECTIVE: Course from approved electives 'B' list below**

**ELECTIVE: Course from approved electives 'A' or 'B' or 'C' list below (only if needed to meet graduation standards)**

**Approved Electives 'A':**

			Course Credits
			(Total Credits:33)
<b>POL</b>	<b>6009</b>	<b>Integrated Plant Management</b>	<b>5</b>
<p>Plants grow in relationship both to each other and to the environment, responding favorably or negatively to the conditions to which they are subjected. This course is an introduction to the basics of a holistic approach to plant care. This includes identifying and monitoring plant needs, defending and responding to threats to plant health, and developing one's own philosophy and strategies to achieve the desired health and quality of horticultural crops.</p>			
<b>POL</b>	<b>6001</b>	<b>Basics of Horticultural Marketing</b>	<b>3</b>
<p>This course introduces marketing basics to those interested in marketing within the horticulture industry. You will gain an understanding of the fundamental marketing elements of the Canadian and prairie horticultural industry, basic principles of marketing and consumer behaviour, price setting, elements of the sales process, distribution channels in domestic and global markets, and the marketing plan and its components.</p>			
<b>POL</b>	<b>6000</b>	<b>Basics of Horticultural Business Management</b>	<b>3</b>
<p>This course introduces business management basics to those who are interested in operating a small business within the horticulture industry. The learner will gain an understanding of the characteristics of a small business and the principles of small business organization, financial performance in a small business, small business budgeting, and human resources management for the small business.</p>			

**PAS 7002 Safe Work/Pesticide Application 3**

Course offered by Assiniboine Community College

**Approved Electives 'B':**

			Course Credits
			(Total Credits:33)
<b>POL</b>	<b>6007</b>	<b>Landscape Design</b>	<b>5</b>
<p>Develop the skills you need to produce a simple landscape design for a client. This course covers explaining the design process, identifying client needs, producing a series of preliminary site plans and a design program using drafting equipment, and producing a basic landscape design in "plan view".</p>			
<b>POL</b>	<b>6006</b>	<b>Landscape Construction</b>	<b>3</b>
<p>In this course, you will learn about the use of segmental pavement, water features, retaining walls, low-voltage lighting, wooden decks and fences in residential and commercial landscapes. You will be introduced to the selection of construction materials, and installation and care procedures for these hard landscape features.</p>			

**PUS 7003 Indoor Landscaping 5**

Course offered by the University of Saskatchewan

**PAS 7003 Turfgrass Production & Management 5**

Course offered by Assiniboine Community College

**POL 6005 Herbaceous Landscape Plants 3**

This course leads you through a study of herbaceous plants and their use in prairie landscapes. You will learn to identify selected plants, plan for their care and make the most of their unique features in ornamental gardens. The course also focuses on the theory and practice of garden design with herbaceous plants as well as the essential aspects of annual and perennial garden preparation, planting and maintenance.

**Approved Electives'C':**

Course Credits  
(Total Credits:33)

**POL 6002 Field Production of Floral Crops 3**

This course takes you through the steps to plan and establish a production field for floral crops. You will gain sufficient knowledge to make practical decisions about what to grow and how to establish, maintain, and harvest selected floral crops.

**PUS 7001 Floral Design 3**

Course offered by the University of Saskatchewan

**PUS 7002 Fruit Production 3**

Course offered by the University of Saskatchewan

**POL 6003 Greenhouse Crop Production 5**

This course gives the learner the basic skills in greenhouse production including an overview of the prairie greenhouse industry, production economics, chemical and biological pest control and the production of bedding plants, potted and flowering plants and vegetables.

**POL 6004 Greenhouse Structures and Environments 3**

This course will give the learner the fundamentals of greenhouse construction, maintenance and specialized features of greenhouse structures and environmental controls.

**PAS 7000 Human Resource Management 5**

Course offered by Assiniboine Community College

**PUS 7004 Medicinal & Aromatic Plants 3**

Course offered by the University of Saskatchewan

**PAS 7001 Nursery Crop Production 3**

Course offered by Assiniboine Community College

**POL 6008 Plant Propagation 5**

This course provides the theoretical and practical information necessary for understanding the

physiological and physical processes involved in propagation and the required skills to carry out various propagation techniques.

### **PAS 7004 Postharvest Handling of Food Crops 3**

Course offered by Assiniboine Community College

### **PUS 7007 Vegetable Crop Production 3**

Course offered by the University of Saskatchewan

## **Graduation Requirements**

- Completion of a minimum of 33 credits totaling 360 hours
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A of 2.00 or better

## **Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### **Changes to this Program**

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Effective Date: 11/08/2016 to Present

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# Prairie Horticulture - Nursery Crop Production Certificate



## Description

This program focuses on providing education and training to people interested in Nursery Crop production.

Three western Canadian institutions - Assiniboine Community College (ACC), University of Saskatchewan (UofS) and Olds College (OC) have joined together to offer the Prairie Horticulture Certificate Program. Each school has developed courses for the certificate program in their areas of expertise.

## Requirements:

### Requirements

Course Credits  
(Total Credits:33)

### Required Courses:

#### **PUS 7000 Applied Botany 5**

Course offered by the University of Saskatchewan

#### **PUS 7005 Soils for Horticulture 5**

Course offered by the University of Saskatchewan

#### **PAS 7001 Nursery Crop Production 3**

Course offered by Assiniboine Community College

#### **POL 6008 Plant Propagation**

5

This course provides the theoretical and practical information necessary for understanding the physiological and physical processes involved in propagation and the required skills to carry out various propagation techniques.

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'A' list below**

**ELECTIVE: Course from approved electives 'B' list below**

**ELECTIVE: Course from approved electives 'A' or 'B' or 'C' list below**



## Approved Electives 'A'

Course Credits  
(Total Credits:33)

**POL 6009 Integrated Plant Management 5**

Plants grow in relationship both to each other and to the environment, responding favorably or negatively to the conditions to which they are subjected. This course is an introduction to the basics of a holistic approach to plant care. This includes identifying and monitoring plant needs, defending and responding to threats to plant health, and developing one's own philosophy and strategies to achieve the desired health and quality of horticultural crops.

**POL 6000 Basics of Horticultural Business Management 3**

This course introduces business management basics to those who are interested in operating a small business within the horticulture industry. The learner will gain an understanding of the characteristics of a small business and the principles of small business organization, financial performance in a small business, small business budgeting, and human resources management for the small business.

**POL 6001 Basics of Horticultural Marketing 3**

This course introduces marketing basics to those interested in marketing within the horticulture industry. You will gain an understanding of the fundamental marketing elements of the Canadian and prairie horticultural industry, basic principles of marketing and consumer behaviour, price setting, elements of the sales process, distribution channels in domestic and global markets, and the marketing plan and its components.

### **PAS 7002 Safe Work/Pesticide Application 3**

Course offered by Assiniboine Community College

## Approved Electives 'B':

Course Credits  
(Total Credits:33)

**POL 6006 Landscape Construction 3**

In this course, you will learn about the use of segmental pavement, water features, retaining walls, low-voltage lighting, wooden decks and fences in residential and commercial landscapes. You will be introduced to the selection of construction materials, and installation and care procedures for these hard landscape features.

**POL 6007 Landscape Design 5**

Develop the skills you need to produce a simple landscape design for a client. This course covers explaining the design process, identifying client needs, producing a series of preliminary site plans and a design program using drafting equipment, and producing a basic landscape design in "plan view".

### **PUS 7006 Woody Landscape Plants 3**

Course offered by the University of Saskatchewan

## Approved Electives 'C':

**POL 6010 Arboriculture 3**

This course will cover the fundamental biology, selection, installation, establishment and maintenance of woody trees, shrubs, and vines commonly utilized for landscaping purposes in the Prairies.

**POL 6002 Field Production of Floral Crops 3**

This course takes you through the steps to plan and establish a production field for floral crops. You will gain sufficient knowledge to make practical decisions about what to grow and how to establish, maintain, and harvest selected floral crops.

**PUS 7001 Floral Design 3**

Course offered by the University of Saskatchewan

**PUS 7002 Fruit Production 3**

Course offered by the University of Saskatchewan

**POL 6003 Greenhouse Crop Production 5**

This course gives the learner the basic skills in greenhouse production including an overview of the prairie greenhouse industry, production economics, chemical and biological pest control and the production of bedding plants, potted and flowering plants and vegetables.

**POL 6004 Greenhouse Structures and Environments 3**

This course will give the learner the fundamentals of greenhouse construction, maintenance and specialized features of greenhouse structures and environmental controls.

**POL 6005 Herbaceous Landscape Plants 3**

This course leads you through a study of herbaceous plants and their use in prairie landscapes. You will learn to identify selected plants, plan for their care and make the most of their unique features in ornamental gardens. The course also focuses on the theory and practice of garden design with herbaceous plants as well as the essential aspects of annual and perennial garden preparation, planting and maintenance.

**PAS 7000 Human Resource Management 5**

Course offered by Assiniboine Community College

**PUS 7003 Indoor Landscaping 5**

Course offered by the University of Saskatchewan

**PUS 7004 Medicinal & Aromatic Plants 3**

Course offered by the University of Saskatchewan

**PAS 7004 Postharvest Handling of Food Crops 3**

Course offered by Assiniboine Community College

**PAS 7003 Turfgrass Production & Management 5**

Course offered by Assiniboine Community College

### **PUS 7007 Vegetable Crop Production 3**

Course offered by the University of Saskatchewan

## **Graduation Requirements**

- Completion of a minimum of 33 credits totaling 360 hours
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A of 2.00 or better

## **Fee Payment and Refund Guidelines**

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### **Changes to this Program**

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# Race Horse Groom Training Certificate



## Description

The Race Horse Groom Training program prepares its graduates to work in the horse racing industry as a groom at a race horse facility, breeding farm or a race track in a race team setting at an owners' or barn manager's direction.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Describe the horse evolution, behaviours, history, horse identification, breed characteristics, internal and external anatomy, conformation, and basic hoof care and shoeing.
2. Demonstrate equine management including equine health and first aid, nutrition and horse handling for stages of horse development.
3. Demonstrate race horse and facility management in a race stable environment in relation to stable equipment and stall cleaning (biosecurity), nutrition, feeding and bedding routines, horse handling in a stable environment and outside professional horse care services, grooming techniques, and bandaging.
4. Perform the procedures required to get a race horse ready for training and racing including immediate and long term after care. Demonstrate proper application of all equipment.
5. Demonstrate small farm equipment operation with an emphasis on safety and horse transport.
6. Obtain certificates in first aid and fire safety as required by racetracks.
7. Explain the rules and regulations of the race industry by industry standards.
8. Perform personal development and employability skills within the race horse industry, demonstrating team responsibilities, personal financial skills, and strong communication skills.
9. Demonstrate healthy life style choices and professional behaviour in the race horse environment.
10. Perform a practicum within the race horse industry.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:15)
<b>GRM</b>	<b>6001</b>	<b>Introduction to the Horse (3-3-0 hrs)</b>	<b>3</b>
<p>This practical training course introduces students to the evolution of the horse along with the identification and management of horses used in the race horse industry. Topics include history, breeds, behaviour, anatomy, conformation and hoof care. In addition, students are taught equine bandaging, health and first aid as well as basic horse handling.</p>			
<b>GRM</b>	<b>6003</b>	<b>Training and Racing (2.3-3.6-0 hrs)</b>	<b>3</b>
<p>This practical training course prepares students to perform the procedures required to get a race horse ready for training and racing including both harness and flatracers. Students will be trained in the proper application and care of training and racing equipment.</p>			
<b>GRM</b>	<b>6004</b>	<b>Work Place Regulation and Safety (0.6-1.3-0 hrs)</b>	<b>3</b>
<p>Students are introduced to the safe operation of farm equipment common to the horse racing industry and to the roles of Horse Racing Alberta and related industry associations. Students will be trained in basic first aid (AED) and fire safety.</p>			
<b>GRM</b>	<b>6005</b>	<b>Personal Development and Employability (3-0-0 hrs)</b>	<b>3</b>
<p>Students are introduced to basic employability, personal management, and communication skills. In addition, students receive industry work experience training while performing 120 hours of industry practicum.</p>			

<b>GRM</b>	<b>6006</b>	<b>Race Stable and Race Horse Management (3-3-0 hrs)</b>	<b>3</b>
This practical training course prepares students to care for race horses and manage an equine stable. Areas of focus include horse handling, maintaining an equine stable to industry standards, equine nutrition requirements and the importance of water in the equine diet.			

## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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# Rural Finance & Entrepreneurship Certificate



## Description

The Rural Finance and Entrepreneurship Certificate is designed to advance the business operations of rural enterprises which promote conventional and non-conventional agriculture.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate professionally with stakeholders
2. Develop enterprise goals and plans
3. Apply business principles to achieve organization goals
4. Assess local and global market opportunities
5. Manage financial information and physical records for decision making
6. Implement marketing strategies
7. Implement risk management strategies
8. Analyze financial statements
9. Assess the financial strength of an agri-business
10. Assess the payment capacity of an agri-business
11. Appraise strategic aspects of an agri-business
12. Evaluate the strategic management practices of an agri-business

## Requirements:

### Program Requirements

			Course Credits
			(Total Credits:12)
<b>MKG</b>	<b>1021</b>	<b>Marketing Principles (3-0-0 hrs)</b>	<b>3</b>
<p>This course develops an understanding of marketing concepts, principles and practices. Topics examined include the influence of environment factors on the marketing process, marketing strategy development, marketing mix formulation and adjustment for pricing, promoting and distributing appropriate products and services to selected markets.</p>			
<b>AMT</b>	<b>1035</b>	<b>Agricultural Management Principles (3-0-0 hrs)</b>	<b>3</b>
<p>The learner develops fundamental concepts of business management within the context of agriculture. These basic tools will provide the foundation for sound business decisions as they relate to all aspects and functional areas of the organization. Micro and Macro economic theory will be learned and applied as they relate to the agricultural industry.</p>			
<b>AMT</b>	<b>1335</b>	<b>Agribusiness Accounting (3-3-0 hrs)</b>	<b>3</b>
<p>The learner generates financial records and statements, using generally accepted accounting principles, for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.</p>			
<b>AMT</b>	<b>2035</b>	<b>Agribusiness Financial Management (3-0-0 hrs)</b>	<b>3</b>
<p>This is a course on business management practices and processes for decision making. The impact of money management on business performance is examined through the application of selected budgeting processes and business risk assessments.</p>			

Pre-requisite : AMT - 1335 :

**Must choose atleast one elective:**

Course Credits  
(Total Credits:3)

**AMT 6033 Commodity Marketing Fundamentals 3**

This course will prepare a learner to create and apply a portfolio of selected marketing strategies for their commodity production. Learners will investigate current price risk management choices, within their chosen sector, specific to potential performance and overall outcomes. A "Solution Based Philosophy" will be emphasized as part of the portfolio creation and this will involve learning how to use the right terminology as well as how to critique/rank various pricing/delivery solutions specific to the goals of their business.

or

**AMT 2630 Agribusiness Planning and Management (3-2-0 hrs) 3**

This course allows the learner to integrate concepts from other agricultural management courses in the preparation and presentation of a business plan related to an agri-business or agri-value venture.

Pre-requisite : AMT - 1035 :and

Pre-requisite : AMT - 1335 :and

Pre-requisite : MKG - 1021 :

### Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

### Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

#### Changes to this Program

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# *Tourism Business and Services Management Certificate*



## Description

This 5 course program is designed for individuals who are currently employed within the tourism businesses and the tourism service sector and are looking for an opportunity to further develop and enhance their knowledge and advance their career potential. This Certificate is designed to ensure that learners will understand the human side of the tourism industry as they demonstrate effective planning, organizing, training, directing and evaluating employees and processes.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate with stakeholders to achieve personal and organizational objectives.
2. Apply strategic leadership skills to achieve organization objectives.
3. Analyze business information to make strategic decisions.
4. Apply resource management skills to achieve organizational objectives.
5. Apply critical thinking skills to achieve organizational objectives.
6. Apply professional standards to achieve personal and organizational objectives.
7. Apply ethical standards to achieve personal and organizational objectives.
8. Utilize business technologies to perform workplace duties.
9. Demonstrate effective supervisory and leadership skills.

## Requirements:

### Semester 1

			Course Credits (Total Credits:15)
<b>HAT</b>	<b>6106</b>	<b>Principles of Tourism Operations</b>	<b>3</b>
		This course exposes students to the global tourism industry and the important role it plays in our economy. Students will study the scale and impact of the industry while applying principles and best practices that affect cultural, social, and economic influences.	
<b>HAT</b>	<b>6107</b>	<b>Analysing Tourism Businesses and Services</b>	<b>3</b>
		Students will analyze local, regional and global tourism facilities, operations and services. Students will identify best practices as well as develop and propose strategies for improved products, operations and services. Key topics include: management functions; marketing and sales concepts; cost and yield management principles; and planning and development considerations.	
<b>HAT</b>	<b>6108</b>	<b>Integrated Communications for Effective Management</b>	<b>3</b>
		Students will identify and discuss elements of effective communication. They will prepare materials that will enhance communication practices and be an extension of their management techniques. The scope of this course will cover principles of written and verbal interactions, internal and external communications, meeting preparation, delivery and recordkeeping, training, presentations, leading meetings, soliciting and utilizing feedback, and the use of various technologies.	
<b>HAT</b>	<b>6109</b>	<b>Principles of Supervision in Hospitality and Tourism</b>	<b>3</b>
		This course is designed to provide students with the principles of supervision as they apply	



specifically to the hospitality and tourism industry. While recognizing relevant Alberta employment and human rights legislation, students will explore, develop, and apply effective strategies for onboarding, training, supervising, evaluating, engaging, and empowering employees.

**HAT 6110 Managing for Quality Service**

**3**

In this course students will assess guest needs and develop business strategies that result in service excellence. The scope of this course involves opportunities to generate ideas and create procedures that integrate quality service into all aspects of the guest experience.

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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# Turf Science Certificate



## Description

This program addresses general and specialized aspects of the science, current cultural systems and construction practices for the turf industry. It provides practical applications relevant to parks, sports turf, golf course, professional lawn care, sod production and turf-related sales/ service sectors. Learners new to the industry, along with those wanting formal education to match or broaden their professional expertise are able to select a focus in Parks and Sports Turf or Golf Course Turf after gaining a grounding in common turf science principles.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Explain turfgrass biology in relation to the growing environment.
2. Explain aspects of the soil ecosystem in relation to turf health and cultural practices.
3. Explain principles of soil drainage as they relate to turfgrass ecosystem.
4. Describe procedures for planting and establishing turf for selected purposes.
5. Choose turfgrass species for selected uses.
6. Explain selection and operation of irrigation systems and related components.
7. Explain principles and procedures related to turfgrass nutrition in selected cultural systems.
8. Explain general and specialized cultural management practices.
9. Explain principles of Integrated Pest Management and strategies used to manage selected weed, insect, disease, and vertebrate pests and abiotic disorders.
10. Perform selected turfgrass maintenance calculations.
11. Explain principles and procedures for the design, development and management of selected types of sports fields.
12. Explain design, construction and maintenance procedures for selected park and utility turf scenarios.
13. Explain specialized cultural and equipment operation procedures for cool season turf on golf courses.
14. Explain principles and procedures for construction of selected golf course features.

## Requirements:

### Program Requirements

			Course Credits
			(Total Credits:6)
<b>TRF</b>	<b>6004</b>	<b>Turf Science Level 1</b>	<b>3</b>
<p>This course is an introduction to the science of turf establishment and maintenance practices for golf courses, sports fields, and parks. Students will learn the basics of turfgrass biology and the physical properties of soils. Various methods of turfgrass establishment, basic cultural practices (mowing, irrigation and fertilization), drainage systems, and integrated weed and wildlife pest management are also covered.</p>			
<b>TRF</b>	<b>6005</b>	<b>Turf Science Level 2</b>	<b>3</b>
<p>This course builds on competencies gained in TRF 6004, exploring the use of different grasses for parks, sports turf, and golf course applications. Students will learn selected aspects of turfgrass physiology, and the growing environment and soil chemistry as they relate to turf health. Fertilizer application and fertility programs, specialized cultural practices (thatch management, aeration and topdressing), the management of insect pests, and an overview of turf diseases are also covered.</p> <p>Pre-requisite : TRF - 6004 :</p>			

**Choose atleast one elective:**

Course Credits

(Total Credits:3)

**TRF 6006 Turf Science for Sports and Recreation 3**

Focusing on turf for specialized sports and recreational use, this course addresses the design, construction and renovation of selected sports fields and park areas. Cultural practices unique to each area are addressed. Field safety and preparation for play for selected sports is also covered.

Pre-requisite : TRF - 6004 :and

Pre-requisite : TRF - 6005 :

or

**TRF 6007 Turf Science for Golf Courses 3**

This course focuses on turf for golf courses, including maintenance practices unique to cool season turf, related calculations, and specialized mower operation. Annual bentgrass management, winter protection for greens, and an overview of the construction of greens, tees, fairways, and bunkers are also covered.

Pre-requisite : TRF - 6004 :and

Pre-requisite : TRF - 6005 :

## Graduation Requirements

- Completion of 9 credits
- Completion of all required courses as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 06/09/2016 to Present

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# Turfgrass Management Certificate



## Description

The Olds College Turfgrass Management Certificate Program prepares its graduates to contribute within the turfgrass industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply structured inquiry processes to think critically about challenges in the turfgrass industry.
2. Communicate effectively in a workplace environment.
3. Apply team-building collaborative philosophies to complete daily activities and/or assignments.
4. Demonstrate an introductory understanding of turfgrass science.
5. Discover sound agronomic practices.

## Requirements:

### SEMESTER 1

			Course Credits (Total Credits:21)
TRF	<b>1000</b>	<b>Succeeding in an Inquiry Based Learning Environment (3-0-0 hrs)</b>	<b>3</b>
Students assemble information, discover processes and apply techniques that prepare them for success in an inquiry based learning environment.			
TRF	<b>1620</b>	<b>Applying Environmental Principles for Pesticide Certification (3-0-0 hrs)</b>	<b>3</b>
Students achieve Federal Pesticide Assistant Certification through implementing safe handling, application and legislation of pesticides.			
TRF	<b>1660</b>	<b>Managing Sustainable Turfgrass Irrigation (3-0-0 hrs)</b>	<b>3</b>
Students discover, design and assemble irrigation components and systems implementing water conservation processes.			
TRF	<b>1210</b>	<b>Managing Turfgrass (3-0-0 hrs)</b>	<b>3</b>
Students discover the fundamental principles of turfgrass management.			
TRF	<b>1730</b>	<b>Discovering Construction Principles (3-0-0 hrs)</b>	<b>3</b>
Students discover and implement fundamental construction and project management techniques.			
COM	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>	<b>3</b>
In this course students develop writing and presentation skills. Students will apply rules of grammar, spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.			
TRF	<b>1600</b>	<b>Developing Turfgrass Operational Strategies (3-0-0 hrs)</b>	<b>3</b>
Students develop operational strategies utilizing best management practices within the turfgrass industry.			

### SEMESTER 2

			Course Credits (Total Credits:9)
TRF	<b>1720</b>	<b>Golf Course Field School I: Assessing Equipment Inventories and</b>	<b>3</b>

### Practices (0-6-0 hrs)

Students develop a plan to understand the equipment inventory and the individual roles that each piece of equipment has in golf course conditioning.

**TRF 1740 Golf Course Field School II: Discovering Cultural Practices (0-6-0 hrs) 3**

Students identify and analyze cultural practices as they relate to the golf course system.

Pre-requisite : TRF - 1720 :

**TRF 1760 Golf Course Field School III: Evaluating Playing Conditions (0-6-0 hrs) 3**

Students develop best management practices of playing conditions as they relate to course set-up, player experience and maintenance standards.

Pre-requisite : TRF - 1720 :and

Pre-requisite : TRF - 1740 :

## Graduation Requirements

- Completion of 30 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 09/01/2016 to Present

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# Turfgrass Management Diploma



## Description

The Olds College Turfgrass Management Diploma Program prepares its graduates to contribute to the growth and development of the turfgrass industry.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply guided inquiry processes to think critically about probable solutions to industry challenges.
2. Communicate effectively in a workplace environment.
3. Articulate the environmental, economic and ethical implications of decisions and processes.
4. Demonstrate a deeper understanding of the turfgrass industry.
5. Analyze and assess sound agronomic practices.
6. Propose solutions to agronomic problems.
7. Apply self-directed learning activities to guide professional growth.
8. Apply team-building collaborative philosophies to complete daily activities and/or assignments.

## Requirements:

### SEMESTER 1

			Course Credits
			(Total Credits:21)
<b>TRF</b>	<b>2420</b>	<b>Managing Agronomic Environments (3-0-0 hrs)</b>	<b>3</b>
Students develop strategies for turf care, related to management of a golf course, using data and observations collected from their field school activities.			
<b>TRF</b>	<b>2620</b>	<b>Procuring Pesticide Certification (3-0-0 hrs)</b>	<b>3</b>
Students investigate preventative and curative applications for turfgrass pest management and achieve full regional pesticide application certification.			
Pre-requisite : TRF - 1620 :			
<b>TRF</b>	<b>2640</b>	<b>Implementing Environmental Systems for Golf Courses (3-0-0 hrs)</b>	<b>3</b>
Students discover the principles of the Audubon Cooperative Sanctuary Program for Golf Courses.			
<b>TRF</b>	<b>2660</b>	<b>Evaluating Irrigation Environmental Efficiencies (3-0-0 hrs)</b>	<b>3</b>
Students assess irrigation environmental impacts through irrigation auditing and central control software.			
Pre-requisite : TRF - 1660 :			
<b>TRF</b>	<b>2730</b>	<b>Applying Golf Course Construction Techniques (3-0-0 hrs)</b>	<b>3</b>
Students discover, develop and implement golf course construction elements.			
Pre-requisite : TRF - 1730 :			
<b>TRF</b>	<b>2740</b>	<b>Evaluating Professional Standards (3-0-0 hrs)</b>	<b>3</b>
Students evaluate frameworks necessary to implement golf course operational standards.			
<b>TRF</b>	<b>2800</b>	<b>Managing Golf Course Soils (3-0-0 hrs)</b>	<b>3</b>
Students assemble information and discover processes that influence sustainable methods in golf course soil management.			

### SEMESTER 2 - INTERNSHIP

			Course Credits (Total Credits:9)
TRF	<b>2810</b>	<b>Internship I: Evaluating Golf Course Infrastructure (0-6-0 hrs)</b>	<b>3</b>
		Students develop a plan to assess infrastructure requirements and the roles that infrastructure element has in the golf course system.	
TRF	<b>2820</b>	<b>Internship II: Formulating Ecological System Diversification (0-6-0 hrs)</b>	<b>3</b>
		Students implement technology to assemble and analyse golf course plant diversification to maintain or change the integrity of the original intent of the planting plan.	
TRF	<b>2830</b>	<b>Internship III: Evaluating Golf Course Environmental Practices (0-6-0 hrs)</b>	<b>3</b>
		Students identify and assess elements of an environmental position of a golf course and integrate their skills to defend, improve or change the position from a sustainable perspective.	
		Pre-requisite : TRF - 2640 :	

### Graduation Requirements

- Completion of 60 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required
- Successful completion of Gamified Entrepreneurship Curriculum

### Fee Payment and Refund Guidelines

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#### Changes to this Program

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Effective Date: 09/01/2016 to Present

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# Utility Tree Worker Certificate



## Description

Training for certification of UTT and UTW: Must be approved by PVMA in order to attend.  
 Certification issued directly from PVMA.

## Requirements:

### Training for certification:

			Course Credits (Total Credits:8)
<b>UTW</b>	<b>6000</b>	<b>UTW Safety Training Electrical Safety</b>	<b>3</b>
This course provides electrical safety training for individuals trimming and removing trees and clearing brush near energized power lines. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. Pre-requisite : Must be approved by PVMA before taking training.			
<b>UTW</b>	<b>6001</b>	<b>UTW Safety Training Theory</b>	<b>1</b>
This course provides safety training for individuals trimming and removing trees and clearing brush near energized power lines. The course focuses on pre-job planning and preparedness, chainsaw operation, aerial trim procedures, tree climbing techniques and hazard tree removal procedures. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. Pre-requisite : Must be approved by PVMA before taking training.			
<b>UTW</b>	<b>6003</b>	<b>UTW Safety Training Introduction to Arboriculture</b>	<b>1</b>
This course provides safety training for individuals trimming and removing trees and clearing brush near energized power lines. The course focuses on basic tree biology and identification, interaction of insects, disease and chemical reactions and tree health, and pruning practices. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. Pre-requisite : Must be approved by PVMA before taking training.			
<b>UTW</b>	<b>6005</b>	<b>UTW Safety Training Climbing</b>	<b>1</b>
This course provides safety training for individuals trimming and removing trees and clearing brush near energized power lines. This is a hands-on course with the student working with ropes, knots and climbing gear and learning climbing techniques. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. Pre-requisite : Must be approved by PVMA before taking training.			
<b>UTW</b>	<b>6006</b>	<b>UTW Safety Training Aerial Trimming</b>	<b>1</b>
This course provides safety training for individuals trimming and removing trees and clearing brush near energized power lines. This is a hands-on course with the student operating aerial lift equipment and performing aerial trimming procedures. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. Pre-requisite : Must be approved by PVMA before taking training.			
<b>UTW</b>	<b>6007</b>	<b>UTW Safety Training Chainsaw</b>	<b>1</b>



This course provides safety training for individuals trimming and removing trees and clearing brush near energized power lines. This is a hands-on course with the students operating chainsaws and performing basic chainsaw maintenance techniques. This course is one component of the Utility Tree Worker Safety Training required for Certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta.

Pre-requisite : Must be approved by PVMA before taking training.

## Graduation Requirements

- No Parchment issued by Olds College
- Training done on behalf of Professional Vegetation Managers Association (PVMA)
- Certification is issued from Professional Vegetation Managers Association (PVMA) upon successful completion of their requirements

## Fee Payment and Refund Guidelines

For information on fee payment and refund guidelines, visit <http://www.oldscollege.ca/student-services/financial/tuition-fees/index>

### Changes to this Program

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Effective Date: 06/04/2016 to Present

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# Veterinary Medical Receptionist Certificate



## Description

The Veterinary Medical Receptionist Program at Olds College produces graduates who contribute to the goals and objectives of the veterinary profession by bringing their skills and their understanding of veterinary activities to a team environment.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Explain veterinary procedures, protocols and materials.
2. Complete veterinary pharmaceutical procedures as directed by a veterinarian.
3. Explain infectious diseases and prevention.
4. Identify common breeds, behaviour and handling of selected species.
5. Identify the animal systems and components of Animal Health Management.
6. Interact professionally with clients and staff.
7. Utilize appropriate software.
8. Produce professional documents.
9. Provide veterinary customer service and client education. Communicate effectively within the animal health industry.

## Requirements:

### SEMESTER 1

									Course Credits
									(Total Credits:15)
<b>CMP</b>	<b>1000</b>	<b>Office Software (3-3-0)</b>							<b>3</b>
		In this course students will develop an understanding of many computer concepts which will allow them to accomplish numerous computer procedures that will enhance not only personal computing skills, but also those needed in the business and educational world. Students will work with Microsoft Windows, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Outlook and Microsoft Publisher. At the conclusion of this course, an Integrate Project using all of the aforementioned software will combine the skills learned.							
<b>VMR</b>	<b>1010</b>	<b>Animal Health Systems and Management (3-3-0 hrs)</b>							<b>3</b>
		Students will use terminology in veterinary medicine. Students will describe emergency and animal health management principles and procedures.							
<b>VMR</b>	<b>1020</b>	<b>Animal Breeds, Handling and Behavior (3-1-0 hrs)</b>							<b>3</b>
		Different breeds and natural behaviours will be studied and students will identify species and breeds of domestic animals. Students will perform safe handling and restraint techniques on domestic animals.							
<b>AHT</b>	<b>1050</b>	<b>Introduction to the Veterinary Profession (3-0-0 hrs)</b>							<b>3</b>
		Students will become familiar with selected animal health organizations and will adhere to the regulations of veterinary medicine in Alberta. Students are introduced to strategies and techniques for managing self and interacting with others. Students will discuss client service within the veterinary practice and will examine animal welfare and ethical issues.							
<b>COM</b>	<b>1020</b>	<b>Workplace Communication (3-0-0 hrs)</b>							<b>3</b>
		In this course students develop writing and presentation skills. Students will apply rules of grammar,							

spelling, punctuation and mechanics in the development of letters, email and short reports. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

**SEMESTER 2**

Course Credits  
(Total Credits:12)

**VMR 1510 Infectious Diseases and Prevention (3-3-0 hrs) 3**

This course is a study of selected animal diseases, their treatments, and the duties performed in a pharmacy. Students will describe disease conditions of domestic animals and common pharmaceutical agents used in veterinary medicine. Students will review legislation regarding use of pharmaceuticals and will write the Production Animal Medicine Regulation exam. Students describe nutritional requirements for dogs and cats.

Pre-requisite : VMR - 1010 :

**VMR 1530 Reception Procedures in Veterinary Medicine (3-0-0 hrs) 3**

Students will become familiar with appointment procedures commonly encountered in a veterinary practice. Students will demonstrate communication skills used in a variety of case studies unique to dealing with clients of a veterinary practice. They will describe protocols for inventory and marketing products and services and will explain services offered by specific animal health sectors.

Pre-requisite : AHT - 1050 :

**VMR 1550 Veterinary Practice Software (3-3-0 hrs) 3**

Using a relational database, students will design data tables, select appropriate data types and relate tables logically. Students will create and modify database objects including tables, forms, reports and queries. They will apply core skills to streamline data entry, ensure data integrity, automate tasks and analyse data. Students will use a selection of veterinary specific software.

Pre-requisite : CMP - 1000 :

**VMR 1520 Veterinary Procedures Awareness (3-0-0 hrs) 3**

Students will recognize and describe common procedures performed in a veterinary hospital. Students will be introduced to veterinary ethics, with an emphasis on animal welfare issues. Critical thinking is applied to animal welfare situations in the pet industry, the livestock industry, and to animals used in research, in circuses and wildlife.

Pre-requisite : VMR - 1010 :and

Pre-requisite : VMR - 1020 :

**SEMESTER 3**

Course Credits  
(Total Credits:3)

**VMR 2950 Industry Practicum (1-0-0 hrs) 3**

Students spend 4 weeks (160 hours) in a veterinary hospital or related institution where they apply competencies acquired during their education and training in the VMR program. Students will prepare for their industry practicum by utilizing job searching techniques, cover letter and resume writing to secure a placement for their industry practicum.

Pre-requisite : Pass all required courses and have a cumulative GPA at or above that required for graduation.

**Graduation Requirements**

- Completion of 30 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required

- Successful completion of Gamified Entrepreneurship Curriculum

## Fee Payment and Refund Guidelines

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### Changes to this Program

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Effective Date: 07/01/2015

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# Veterinary Practice Management Professional and Continuing Education Certificate



## Description

The Veterinary Practice Management program at Olds College produces graduates who can effectively and efficiently manage a veterinary practice.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate effective communication and personal management skills in the workplace.
2. Apply basic management skills in the supervision of employees.
3. Evaluate the effectiveness of marketing plans in attracting and retaining veterinary clients.
4. Adhere to legal and ethical obligations for veterinary clinics operations.
5. Manage the human resource requirements of the veterinary practice.
6. Evaluate financial data to optimize the practice of profitability.
7. Manage the daily operations of the veterinary clinic.
8. Utilize selected business software.

## Requirements:

### SEMESTER 1

				Course Credits (Total Credits:18)
<b>VPM</b>	<b>6020</b>	<b>Veterinary Marketing</b>	Support business success by developing a strategic marketing plan for a veterinary clinic. Analyze factors that affect clients' perceptions, develop a client retention program, and identify your options for external marketing, including the use of social media. Learn how marketing is part of every client interaction and how to evaluate marketing efforts to generate the greatest value for your dollar.	<b>3</b>
<b>VPM</b>	<b>6030</b>	<b>Veterinary Human Resources</b>	Learn how to effectively develop and manage the clinic's most important resource - the staff. Determine staffing requirements, create job descriptions, interview and recruit, coach and mentor your team effectively. Examine best practices for negotiation, performance evaluation and improvement, and successful team leadership.	<b>3</b>
<b>VPM</b>	<b>6230</b>	<b>Veterinary Financial Management</b>	Confidently manage all financial aspects of a veterinary practice. Gain an understanding of accounting principles, the ability to evaluate Key Performance Indicators and overall financial performance, as well as select the appropriate tools to control clinic expenses and monitor clinic financials. Choose the most appropriate strategies to manage cashflow, develop internal protections to avoid embezzlement, and successfully compose a concise financial summary for presentation to your supervisor.	<b>3</b>
<b>VPM</b>	<b>6260</b>	<b>Veterinary Communications</b>	Learn the art of actively addressing situations to obtain the best possible outcome. Gain a greater understanding of the importance of effective communication to your success as a practice manager. Acquire the knowledge, skills and strategies that will assist you to utilize appropriate written, verbal, intrapersonal and interpersonal communications to facilitate success with clients, staff, and other stakeholders. During this course, you will have the opportunity to apply the skills	<b>3</b>

that will make you a more effective team leader within your team, and build your confidence handling a variety of situations that arise, including those that require conflict resolution skills.

**VPM 6270 Veterinary Systems and Operating Procedures 3**

Acquire the skills to evaluate the business systems and operation procedures in a clinic and support positive changes that improve business outcomes. Become familiar with all types of documents, agreements and contracts that are utilized within the veterinary business. Positively impact the clinic you work in through a comprehensive understanding of the legislative, compliance, and reporting requirements, as well as the ethical implications of various policies.

**CMP 6120 Computer Applications for Industry (3-0-0 hrs) 3**

Students will improve upon computer application skill sets, including varied operations in the Microsoft Office suite. Students learn how to integrate the various components and use available technology for efficient, effective, and creative business management and marketing purposes. Students will also become more confident in sharing this knowledge with the rest of their industry team. Materials and instruction are supported for both the Windows and Mac platforms, so this course is effective for all those utilizing computer systems in the workplace.

## Graduation Requirements

- Completion of 18 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better

## Fee Payment and Refund Guidelines

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Effective Date: 09/01/2014

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# Veterinary Technical Assistant Certificate



## Description

This program focuses on providing education and training to people interested in providing support in an animal health setting.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Work confidently with small animals to provide care in a hospital setting.
2. Understand basic veterinary terminology.
3. Understand common medical and surgical procedures in veterinary medicine.
4. Identify, care for and maintain veterinary equipment and instruments.
5. Provide basic care and husbandry to cats/dogs.
6. Work professionally in a veterinary setting.

## Requirements:

### Required Courses

			Course Credits
			(Total Credits:15)
<b>AHT</b>	<b>1050</b>	<b>Introduction to the Veterinary Profession (3-0-0 hrs)</b>	<b>3</b>
Students will become familiar with selected animal health organizations and will adhere to the regulations of veterinary medicine in Alberta. Students are introduced to strategies and techniques for managing self and interacting with others. Students will discuss client service within the veterinary practice and will examine animal welfare and ethical issues.			
<b>VTA</b>	<b>6010</b>	<b>Small Animal Restraint and Handling (3-3-0 hrs)</b>	<b>3</b>
This course will provide students with knowledge of breeds and behaviors of domestic cats and dogs. Students will learn and apply small animal handling and restraint techniques.			
<b>VTA</b>	<b>6020</b>	<b>Principles of Veterinary Clinical Procedures (3-0-0 hrs)</b>	<b>3</b>
Students will describe principles of common small animal surgeries and clinical procedures routinely performed in veterinary practices.			
<b>VTA</b>	<b>6030</b>	<b>Veterinary Equipment and Instrumentation (3-3-0 hrs)</b>	<b>3</b>
Students will describe common biosecurity protocols used in veterinary practice. This course will review veterinary instruments and their care and maintenance. Students will complete WHMIS training.			
<b>VTA</b>	<b>6040</b>	<b>Veterinary Patient Preparation and Husbandry (3-0-0 hrs)</b>	<b>3</b>
This course will provide students with knowledge of the roles of all veterinary team members. Principles of surgical preparation, husbandry and post surgical care of dogs and cats will be discussed. Students will review the importance of medical records.			

## Graduation Requirements

- Completion of 15 credits
- Completion of all required courses and credits as per Program of Study
- Cumulative program G.P.A. of 2.00 or better
- Satisfactory completion of occupational experience and/or assignment, if required

## Fee Payment and Refund Guidelines

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# 2016 - 2017 Fee Schedule

Updated 03 Apr 2017  
 Based on enrollment in 100% program load  
 All tuition and fees are subject to change  
 Effective 01 Jul 2016 to 30 Jun 2017

Program Description	Program Information				Tuition and Fees										SAOC Fees				Books	
	iPad Required	Year of Study	Sem No.	Calendar Term	Semester Dates	Tuition	Program Fee	Admin Fee	Printing Fee	Recreation Fee	Info Tech Fee	Transcript Fee	SAOC Fee	Building Fund Fee	SS & CE	Yearbook Fee	Health Dental	Books & Supplies Estimate	TOTAL	
<a href="#">Advanced Farrier Science Certificate<sup>2,5</sup></a>			3	Semester 1 (Jan 2017 Start)	Jan 03 - Apr 21	\$2,190.00	\$165.00	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$3,900.00	\$6,921.28	
	Y	1	5	Semester 2 - DFS (Jan 2017 Start)	May 01 - Aug 31	\$876.00		\$15.24			\$20.28		\$45.12					\$25.00	\$881.64	
			8	Semester 3 (Jan 2016 Start)	Oct 17 - Dec 16	\$1,314.00		\$22.86	\$20.00	\$84.98	\$30.42		\$67.68	\$19.62	\$6.25				\$375.00	\$1,940.81
<a href="#">Agricultural and Heavy Equipment Certificate<sup>3</sup></a>	Y	1	1	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25				\$2,990.00	\$5,846.28
			2	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25					\$2,515.53
<a href="#">Agricultural and Heavy Equipment Certificate (Online)</a>	Y	1	1	Summer Semester	Aug 29 - Sep 02	\$438.00		\$7.62	\$20.00	\$42.49	\$10.14	\$30.00	\$22.56	\$6.54	\$6.25			\$255.00	\$600.00	\$1,438.60
			2	Fall Semester	Sep 06 - Dec 21	\$1,752.00					\$40.56		\$90.24							\$1,882.80
			3	Winter Semester	Jan 03 - Apr 28	\$2,190.00		\$38.10			\$50.70		\$112.80						\$200.00	\$2,591.60
<a href="#">Agricultural and Heavy Equipment Diploma<sup>1</sup></a>	Y	2	3	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$690.00	\$3,546.28	
			4	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25				\$290.00	\$2,805.53
<a href="#">Agricultural Equipment Technician Apprenticeship, First Period Training</a>	N	1	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
			1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
<a href="#">Agricultural Equipment Technician Apprenticeship, Fourth Period Training</a>	N	4	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
			1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
<a href="#">Agricultural Equipment Technician Apprenticeship, Second Period Training</a>	N	2	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
			1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
<a href="#">Agricultural Equipment Technician Apprenticeship, Third Period Training</a>	N	3	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
			1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15				\$200.00	\$1,223.79
<a href="#">Agricultural Management Diploma<sup>1</sup></a>	Y	1	1	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$700.00	\$3,556.28	
			2	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25				\$700.00	\$3,215.53
		3	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25	\$6.25	\$35.75	\$255.00	\$700.00	\$3,526.28	
		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25				\$700.00	\$3,215.53	

<a href="#">Animal Health Technology Diploma, First Year Fall Intake<sup>2</sup></a>	Y	2	7	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$492.50	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$1,500.00	\$4,848.78	
			10	Winter Semester	Jan 03 - Apr 13	\$2,190.00	\$492.50	\$38.10		\$84.98	\$50.70		\$112.80	\$32.70	\$6.25				\$600.00	\$3,608.03
			11	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$492.50	\$38.10	\$20.00	\$84.98	\$50.70		\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$400.00	\$3,718.78	
	Y	1	13	Winter Semester	Jan 03 - Apr 13	\$2,190.00	\$492.50	\$38.10		\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25			\$600.00	\$3,108.03	
				Practicum	Apr 18 - Jun 09															
			1	Summer Semester (On-Campus)	Jul 11 - Aug 30	\$1,314.00	\$492.50	\$22.86	\$20.00	\$42.49	\$30.42	\$30.00	\$67.68	\$19.62	\$6.25	\$35.75	\$255.00	\$1,000.00	\$3,336.57	
			2	Fall Semester (Online)	Sep 06 - Dec 16	\$438.00		\$7.62			\$10.14		\$22.55							\$478.31
	Y	2	3	Winter Semester (Online)	Jan 03 - Apr 13	\$1,314.00		\$22.86			\$30.42			\$67.66				\$600.00	\$2,034.94	
			4	Spring Semester (On-Campus)	Apr 24 - Jul 05	\$1,752.00	\$492.50	\$30.48		\$42.49	\$40.56		\$90.24							\$2,448.27
			5	Fall Semester (Online)	Sep 06 - Dec 16	\$1,314.00	\$492.50	\$22.86			\$30.42		\$67.66					\$255.00	\$500.00	\$2,682.44
			6	Winter Semester (Online)	Jan 03 - Apr 13	\$1,752.00		\$30.48			\$40.56		\$90.24						\$500.00	\$2,413.28
			7	Spring Semester (On-Campus)	Apr 24 - Jul 05	\$876.00	\$492.50	\$15.24			\$20.28		\$45.12							\$1,449.14
				Industry Practicum (fees billed in the Spring Sem)	Jul 10 - Aug 18															
1			Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00			\$50.70	\$30.00	\$112.80				\$35.75	\$255.00	\$1,250.00	\$3,982.35
Y	2	2	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10			\$50.70			\$112.80				\$800.00	\$3,191.60		
		3	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00			\$50.70			\$112.80		\$35.75	\$255.00	\$700.00	\$3,402.35	
		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10				\$50.70			\$112.80			\$1,000.00	\$3,391.60		
		1	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10	\$20.00		\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$500.00	\$3,356.28	
Y	3	1	Fall Semester	Sep 06 - Dec 16	\$2,628.00		\$45.72	\$20.00		\$84.98	\$60.84	\$30.00	\$135.36	\$32.70	\$6.25	\$35.75	\$255.00	\$500.00	\$3,834.60	
		2	Winter Semester	Jan 03 - Apr 21	\$1,752.00		\$30.48			\$84.98	\$40.56			\$90.24	\$26.16		\$500.00	\$2,530.67		
		3	Directed Field Study (for each term)		\$1,642.50		\$38.10				\$50.70			\$112.80				\$1,844.10		
Y	3	1	Fall Semester (Online)	Oct 31 - Dec 16	\$1,314.00		\$22.86				\$30.42	\$30.00	\$67.68				\$255.00	\$1,969.96		
		2	Winter Semester (On-Campus)	Jan 03 - May 03	\$3,066.00		\$53.34	\$20.00		\$84.98	\$70.98			\$157.92	\$39.24	\$6.25	\$35.75	\$250.00	\$3,784.46	
		3	Directed Field Studies (for each term)		\$1,642.50		\$38.10				\$50.70			\$112.80					\$1,844.10	
Y	3	1	Fall Semester (Online)	Oct 31 - Dec 16	\$1,314.00		\$22.86				\$30.42	\$30.00	\$67.68				\$255.00	\$1,969.96		
		2	Winter Semester (On-Campus)	Jan 03 - Apr 26	\$2,190.00		\$38.10	\$20.00		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25	\$35.75	\$250.00	\$2,821.28	
		3	Spring Semester (Online)	May 01 - Jun 30	\$876.00		\$15.24				\$20.28			\$45.12				\$956.64		
		4	Directed Field Study (for each term)		\$1,642.50		\$38.10				\$50.70			\$112.80					\$1,844.10	

<a href="#">Brewmaster &amp; Brewery Operations Management Diploma<sup>2</sup></a>	1	Y	1	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$407.50	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$500.00	\$3,763.78
	2		2	Winter Semester	Jan 03 - Apr 21	\$2,190.00	\$407.50	\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$500.00	\$3,423.03
	3		3	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$407.50	\$38.10	\$20.00	\$84.98	\$50.70			\$112.80	\$32.70	\$6.25	\$255.00	\$500.00	\$3,698.03
	4		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00	\$407.50	\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25			\$2,923.03
<a href="#">Business Administration - Sports Management<sup>1</sup></a>	1	Y	1	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$750.00	\$3,606.28
	2		2	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$750.00	\$3,265.53
	3		3	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70			\$112.80	\$32.70	\$6.25	\$255.00	\$750.00	\$3,576.28
	4		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$750.00	\$3,285.53
<a href="#">Business Management Certificate<sup>1</sup></a>	1	Y	1	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$750.00	\$3,606.28
	2		2	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$750.00	\$3,265.53
	3		3	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$750.00	\$3,606.28
	4		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$750.00	\$3,285.53
<a href="#">Business Management Diploma<sup>1</sup></a>	1		1	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$207.50	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$35.75	\$255.00	\$4,750.00	\$7,813.78
	2		2	Winter Semester	Jan 03 - Apr 21	\$2,190.00	\$207.50	\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$750.00	\$3,473.03
	3	Y	3	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$207.50	\$38.10	\$20.00	\$84.98	\$50.70			\$112.80	\$32.70	\$6.25	\$255.00	\$250.00	\$3,283.78
	4		4	Winter Semester	Jan 03 - Apr 21	\$2,190.00	\$207.50	\$38.10		\$84.98	\$50.70			\$112.80	\$32.70	\$6.25		\$250.00	\$2,973.03
<a href="#">Equine Science Diploma 1st Year<sup>2,4,7</sup></a>				Industry Practicum	Apr 24 - Jun 30														
	1		4	Fall Semester	Sep 06 - Dec 16	\$2,190.00		\$38.10	\$20.00		\$50.70	\$30.00	\$112.80				\$255.00	\$960.00	\$3,692.35
	2	Y	5	Winter Semester	Jan 03 - Apr 21	\$2,190.00		\$38.10			\$50.70			\$112.80				\$600.00	\$2,991.60
				Industry Practicum (100 hours)															
<a href="#">Heavy Equipment Operator<sup>2</sup></a>	1	N	1	Fall Intake	Sep 06 - Nov 25	\$10,990.00		\$38.10			\$50.70	\$30.00	\$112.80					\$500.00	\$11,721.60
	2		2	Winter Intake (West of Olds)	Mar 13 - Jun 02	\$10,990.00		\$38.10			\$50.70	\$30.00	\$112.80					\$500.00	\$11,721.60
<a href="#">Heavy Equipment Technician Apprenticeship, First Period Training<sup>3,10,11,12</sup></a>	1	N	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
	2		1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
<a href="#">Heavy Equipment Technician Apprenticeship, Fourth Period Training<sup>3,10,11,12</sup></a>	1	N	4	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
	2		1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
<a href="#">Heavy Equipment Technician Apprenticeship, Second Period Training<sup>3,10,11,12</sup></a>	1	N	3	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
	2		4	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
<a href="#">Heavy Equipment Technician Apprenticeship, Third Period Training<sup>3,10,11,12</sup></a>	1	N	5	Winter Intake	Feb 27 - Apr 21	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
	2		1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79
	3		1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$19.05	\$10.00	\$42.49	\$25.35			\$56.40	\$16.35	\$3.15		\$200.00	\$1,223.79



<a href="#">Pre-Employment Heavy Equipment Technician<sup>2,13</sup></a>	N	1	Fall Intake	Sep 06 - Nov 25	\$4,027.68	\$30.48	\$20.00	\$84.98	\$40.56	\$30.00	\$90.24	\$26.16	\$6.25	\$200.00	\$4,556.35
		2	Winter Intake	Feb 27 - May 19	\$4,027.68	\$30.48	\$20.00	\$84.98	\$40.56	\$30.00	\$90.24	\$26.16	\$6.25	\$200.00	\$4,556.35
		1	Winter Intake	Jan 03 - Mar 24	\$4,467.12	\$30.48	\$20.00	\$84.98	\$40.56	\$30.00	\$90.24	\$26.16	\$6.25	\$200.00	\$4,995.79
		1	2016, Semester 1	Feb 27 - May 19	\$4,813.68	\$30.48	\$20.00	\$84.98	\$40.56	\$30.00	\$90.24	\$26.16	\$6.25	\$200.00	\$5,342.35
<a href="#">Racehorse Groom Training Certificate<sup>1,14</sup></a>	N	1	Winter Intake	Feb 06 - May 19	\$712.50	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$262.50	\$1,641.28
	N	1	Fall Semester	Aug 22 - Dec 06	\$5,367.75	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$225.00	\$6,223.28
<a href="#">Transitional Employment Program</a>		2	Winter Semester	Jan 03 - Apr 07	\$5,367.75	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$225.00	\$5,918.28
			Work Experience	Apr 18 - Jun 23											
	Y	1	Winter Semester (On Campus)	Jan 03 - May 03	\$3,066.00	\$53.34	\$20.00	\$84.98	\$70.98	\$30.00	\$157.92	\$39.24	\$6.25	\$600.00	\$4,419.46
		2	Spring Semester (Field Study)	May 15 - Oct 30	\$1,314.00	\$22.86			\$30.42		\$67.68				\$1,434.96
<a href="#">Turfgrass Management Diploma<sup>1,9</sup></a>	Y	2	Winter Semester (On-Campus)	Jan 03 - May 03	\$3,066.00	\$53.34	\$20.00	\$84.98	\$70.98	\$30.00	\$157.92	\$39.24	\$6.25	\$600.00	\$4,419.46
		4	Spring Semester (Field Study)	May 15 - Oct 30	\$1,314.00	\$22.86			\$30.42		\$67.68				\$1,434.96
		1	Fall Semester	Sep 06 - Dec 16	\$1,752.00	\$30.48			\$40.56	\$30.00	\$90.24			\$255.00	\$2,798.28
	Y	1	Winter Semester	Jan 03 - Apr 13	\$1,752.00	\$30.48			\$40.56		\$90.24			\$200.00	\$2,113.28
<a href="#">Veterinary Medical Receptionist (Online)<sup>1</sup></a>		6	Spring Semester	Apr 24 - Jul 14	\$876.00	\$15.24			\$20.28		\$45.12				\$956.64
			Practicum	Apr 24 - Jul 14											
		2	Fall Semester	Sep 06 - Dec 16	\$2,190.00	\$38.10	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$255.00	\$3,456.28
	Y	1	Winter Semester	Jan 03 - Apr 13	\$2,190.00	\$38.10			\$50.70		\$112.80	\$26.16	\$6.25	\$200.00	\$2,708.99
<a href="#">Veterinary Technical Assistant Certificate<sup>2</sup></a>	N	1	Fall Intake	Sep 06 - Dec 16	\$2,190.00	\$400.00	\$20.00	\$84.98	\$50.70	\$30.00	\$112.80	\$32.70	\$6.25	\$400.00	\$3,656.28
		1	Fall Intake	Aug 29 - Oct 21	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
	N	1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
<a href="#">Welder Apprenticeship, First Period Training<sup>3,10,11,12</sup></a>	N	2	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Winter Intake	Feb 27 - Apr 21	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Fall Intake	Aug 29 - Oct 21	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Fall Intake	Oct 24 - Dec 16	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
<a href="#">Welder Apprenticeship, Third Period Training<sup>3,10,11,12</sup></a>	N	3	Winter Intake	Jan 03 - Feb 24	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Winter Intake	Feb 27 - Apr 21	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Spring Intake	May 01 - Jun 23	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79
		1	Spring Intake	May 01 - Jun 23	\$784.00	\$67.00	\$10.00	\$42.49	\$25.35		\$56.40	\$16.35	\$3.15	\$200.00	\$1,223.79

Ancillary Fees (Subject to Change)	
Administration Fee	\$2.54/credit
Building Fund Fee	\$2.18/credit
Challenge Exam Fee	\$150.00
Course Audit Fee	Regular Fees for Instruction
Deferred Final Exam Fee	\$50.00
Domestic Application Fee	\$78.75
e-Campus Fee	\$10.00/credit
Information Technology Fee	\$3.38/credit
International Application Fee	157.50
Late Payment Fee	\$200.00
NSF/Returned Cheque Fee	\$50.00
Parchment Replacement Fee	\$60.00
Payment Plan Administration Fee	\$150.00
Printing Fee	\$20.00/semester
Prior Learning Assessment and Recognition Assessment Fee	150.00
Prior Learning Assessment and Recognition per credit	50% of tuition fee
Recreation Fee	\$84.98/semester
Replacement ID Card Fee	\$20.00
Student Association Fee	\$7.52/credit
Student Dental Insurance	\$127.50
Student Health Insurance	\$127.50
Student Services & Community Engagement Fee	\$6.25/semester
Supplemental Exam	\$20.00
Transcript Fee	\$30.00 one time fee assessed at start of program
Transfer Credit Assessment Fee	\$150.00
Tuition Directed Field Study	\$109.50/credit
Tuition Exercise Rider and Jockey Training	\$67.86/credit
Tuition Heavy Equipment Operator	\$732.67/credit
Tuition International	2.5 x the per credit rate noted
Tuition Other Programs	\$146.00/credit
Tuition Pre-Employment Heavy Equipment	\$355.64/Credit
Tuition Pre-Employment Motorcycle Mechanic	\$372.26/credit
Tuition Pre-Employment Welder	\$401.14/credit
Tuition Race Horse Groom Training	\$47.50/credit
Tuition Transitional Employment Program	\$348.17/credit
1	A tuition deposit of \$200.00 is required to secure your seat upon admission. This amount is applied to your balance owing.
2	A tuition deposit of \$500.00 is required to secure your seat upon admission. This amount is applied to your balance owing.
3	A deposit of \$300.00 is required at time of enrollment.
4	Tack costs are included with your books/supplies (some of which you may already own)
5	Tool costs included in books/supplies and are based on maximum estimate.
6	Two 4 month Directed Field Studies are required. The cost of each DFS is \$1,855.35 and must be paid prior to enrollment. The start and end date of each DFS is specific to the student.
7	Cost estimate based on enrollment in 5 core courses per semester. There are option courses within the program that students may wish to take. Enrollment in option courses will add to the tuition estimate.
8	Cost estimate based on enrollment in 5 courses per semester.
9	Students wishing to obtain student loan funding for semester 2 must contact the Financial Aid Officer
10	50% of deposit refunded if cancelling prior to training start date.
11	100% of final payment refunded if cancelling within the first three days of class.
12	No refund if cancelling enrollment after three days of classes.
13	Non-refundable payment of 50% of the full program fees is due 4 weeks prior to the program start date
14	International Students are not eligible for this program.