



2019 – 2020

Academic

Calendar

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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)
TEC	1100	Hydraulic and Electrical Basics (3-3-0 hrs) 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.	3
TEC	1133	Agricultural Equipment I (4-2-0) 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.	3
TEC	1026	Braking and Trailer Systems (3.6-2-0 hrs) 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. Pre-requisite : TEC - 1000 : For Online Only	3
TEC	1000	Technician Basics (1.5-1.5-0) 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.	3

TEC	1604	Diesel Fuel Systems (4-2-0)	3
<p>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.</p>			
TEC	1504	Engine Service and Repair (2-4-0)	3
<p>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.</p> <p>Pre-requisite : TEC - 1000 :</p> <p>Corequisite : TEC - 1404 :</p>			
TEC	1522	Starting and Charging Systems (3-2-0)	3
<p>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.</p> <p>Pre-requisite : TEC - 1100 :</p>			
TEC	1404	Engine Fundamentals and Systems (3-0-0)	3
<p>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.</p> <p>Pre-requisite : TEC - 1000 :</p> <p>Corequisite : TEC - 1504 :</p>			
WLD	1167	Introductory Welding (1-2-0 hrs)	3
<p>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.</p>			
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			

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

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: 05/01/2018 to Present

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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)
TEC	2305	Hydraulics II (4-2-0) 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 :	3
TEC	2722	Electrical and Electronic Diagnostics (3-3-0) 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 :	3
TEC	2226	Off Road Systems (1.6-1.3-0) 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 :	3
TEC	2338	HVAC Systems (2.7-.3-0) 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	3

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 (1.6-1.3-0) 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 (3-3-0) 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 (3-3-0) 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 (1-5-0) 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 (2-1-0) 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

TEC	2126	Hydraulic Shift Transmissions (3-3-0)	3
<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>			
TEC	2436	On Road Power Trains (3-3-0)	3
<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>			
TEC	2749	Heavy Equipment Repair (1-5-0)	3
<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>			
TEC	2705	Hydraulics III (2-1-0)	3
<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>			
COM	1030	Workplace Professionalism (3-0-0 hrs)	3
<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

Changes to this Program

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Effective Date: 05/01/2018 to Present

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Agricultural Management - AgriCommerce 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.
16. Apply the principles of marketing to create a marketing mix.
17. Develop pricing strategies for value added activities.
18. Develop customer relationship management (CRM) strategies.
19. Utilize E-marketing strategies in the professional selling process.
20. Apply the sales process and professional selling skills.

Requirements:

TERM 1

			Course Credits (Total Credits:15)
AGN	1240	Principles of Crop Production (3-3-0 hrs)	3
<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>			
AMT	1035	Agricultural Business Management Principles (3-0-0 hrs)	3
<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>			
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.

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

The learner generates financial records and statements using Canadian accounting standards for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.

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.

TERM 2

Course Credits
(Total Credits:9)

AMT 1360 Agribusiness Technology Applications (0-4.5-0 hrs) 3

This course is an overview of selected agri-business technological tools and software. Students apply and evaluate selected business technology and software applications.

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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

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.

ELECTIVE(S): Choose 2 electives from Term 2 Approved electives list below.

TERM 2 Approved Electives

Course Credits
(Total Credits:6)

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 :

or

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 - 1540 :

LVS	2370	Livestock Nutrition (3-3-0 hrs)	3
<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>			
MEC	1050	Machinery and Technology (3-3-0 hrs)	3
<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>			
TERM 3			
			Course Credits (Total Credits:12)
AMT	2020	Advanced Product Marketing (3-0-0 hrs)	3
<p>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.</p> <p>Pre-requisite : AMT - 1035 :and</p> <p>Pre-requisite : AMT - 1360 :</p>			
AMT	2035	Agribusiness Financial Management (3-0-0 hrs)	3
<p>This is a course on business management practices and processes for decision making in agribusiness. The impact of financial management on agribusiness performance is examined through the application of selected budgeting and financial processes, as well as through agribusiness risk assessments.</p> <p>Pre-requisite : AMT - 1335 :</p>			
AMT	2120	Professional Selling (3-0-0 hrs)	3
<p>In this course 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.</p>			
AMT	2600	Agricultural Asset Valuation (3-0-0 hrs)	3
<p>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.</p> <p>Pre-requisite : AMT - 1335 :</p>			

ELECTIVE: Choose 1 course from Term 3 Approved electives list below.

TERM 3 Approved Electives

			Course Credits (Total Credits:3)
AGN	2640	Principles of Soils and Crop Nutrition (3-2-0 hrs)	3
<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>			
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 :

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

This hands-on course will emphasize reproduction and genetic strategies with the objective to successfully artificially inseminate cattle. Students will be required to submit a breeding plan on a species of personal interest. Participation in activities on the Olds College farm and trips to local livestock enterprises will be expected.

Pre-requisite : LVS - 1370 :

TERM 4

Course Credits
(Total Credits:12)

AMT 2620 AgriLaw & Policy (3-0-0) 3

This course introduces the learner to elements of Canadian Law that play a significant role in business relationships as they pertain to Canadian farming practices. Specific topics include the dispute resolution process, contracts and torts, commercial transactions, regulatory requirements for farming in Canada, plus selected relevant legislation.

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 :

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.

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 :

ELECTIVE: Choose 1 course from Term 4 Approved electives list below.

TERM 4 Approved Electives

Course Credits
(Total Credits:3)

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 :	
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 - 1540 :	
LVS	2070 Beef Cattle Management (3-2-0 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.	
	It is recommended students take the following elective courses before or while taking LVS 2070:	
	<ul style="list-style-type: none"> ● LVS 2470 Livestock Health and Disease ● LVS 2370 Livestock Nutrition 	
	Advisory : LVS - 2470 :and	
	Advisory : LVS - 2370 :	
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 :	

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

Changes to this Program

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Effective Date: 09/30/2019 to Present

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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:

TERM 1

			Course Credits (Total Credits:15)
AGN	1240	Principles of Crop Production (3-3-0 hrs)	3
<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>			
AMT	1035	Agricultural Business Management Principles (3-0-0 hrs)	3
<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</p>			

		learned and applied as they relate to the agricultural industry.	
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.	
AMT	1335	Agribusiness Accounting (3-3-0 hrs)	3
		The learner generates financial records and statements using Canadian accounting standards for agribusinesses. Industry software is used and attention to unique industry issues is emphasized.	
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.	
TERM 2			
			Course Credits (Total Credits:12)
AMT	1360	Agribusiness Technology Applications (0-4.5-0 hrs)	3
		This course is an overview of selected agri-business technological tools and software. Students apply and evaluate selected business technology and software applications.	
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
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.	
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.	
ELECTIVE: Choose 1 course from Term 2 Approved electives list below.			
TERM 2 Approved Electives:			
			Course Credits (Total Credits:3)
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 :	
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 - 1540 :

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 :

TERM 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 in agribusiness. The impact of financial management on agribusiness performance is examined through the application of selected budgeting and financial processes, as well as through agribusiness risk assessments.

Pre-requisite : AMT - 1335 :

ELECTIVE(S): Course 2 courses from Term 3 Approved electives list below.

TERM 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 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 :

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

This hands-on course will emphasize reproduction and genetic strategies with the objective to successfully artificially inseminate cattle. Students will be required to submit a breeding plan on a species of personal interest. Participation in activities on the Olds College farm and trips to local livestock enterprises will be expected.

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 :

TERM 4

Course Credits
(Total Credits:12)

AGN 2740 Environmental Farm Management (3-1.5-0 hrs) 3

Agricultural production is held to increasingly high environmental standards. The challenges and opportunities for agriculture will be examined, particularly those management practices that relate to soil, water, air quality, and wildlife. A term project requires students to make an assessment of a farm operation and develop a practical management plan to improve farm sustainability.

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 :

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. On-farm safety, maintenance, relevant codes, environmental planning issues and alternative energy sources are also studied.

ELECTIVE: Choose 1 course from Term 4 Approved electives list below.

TERM 4 Approved Electives:

Course Credits
(Total Credits:3)

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 :

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 - 1540 :

LVS 2070 Beef Cattle Management (3-2-0 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.

It is recommended students take the following elective courses before or while taking LVS 2070:

- LVS 2470 Livestock Health and Disease
- LVS 2370 Livestock Nutrition

Advisory : LVS - 2470 :and

Advisory : LVS - 2370 :

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 :

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

Changes to this Program

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Effective Date: 09/30/2019 to Present

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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 biosecurity measures and protocols in an animal health care environment.
5. Perform veterinary diagnostic laboratory techniques.
6. Perform veterinary diagnostic imaging procedures.
7. Perform veterinary anesthetic and analgesic procedures.
8. Perform veterinary surgical and dental procedures.

Requirements:

TERM 1

			Course Credits
			(Total Credits:6)
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
AHT	1050	Introduction to the Veterinary Profession (3-0-0 hrs)	3
<p>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 examine animal welfare and ethical issues. This course provides students with foundational veterinary medical terminology they will use throughout their career.</p>			

TERM 2

			Course Credits
			(Total Credits:18)
AHT	1120	Discover Your Dream (3-0-0 hrs)	3
<p>Students will connect knowledge from previous and concurrent courses and apply that knowledge to the development of a continuous learning plan. Students will investigate special interests within the veterinary industry to prepare them for learning in final courses and directed field study. This course will empower learners to think critically about their personal and professional development, to diversify their learning experience and prepare them for program completion and entry into the veterinary profession.</p>			
AHT	1040	Animal Behaviour and Handling (3-3-0 hrs)	3
<p>Students will learn to interpret natural animal behaviours as they relate to safe handling, restraint</p>			

		and management practices. Students will understand how animals learn and how to work with several species to create a positive experience for animals and handlers. Students will perform low stress handling and restraint techniques used in veterinary industry. These activities will take place with common domestic species.	
AHT	1110	Animal Wellness (3-3-0 hrs)	3
		Students will learn about the normal anatomy and physiology of a healthy animal through a systems-based approach. With both a theory and hands-on approach, students will learn how body parts and functions are interrelated.	
AHT	1140	Veterinary Practice: The Team Connection (3-0-0 hrs)	3
		Students will become familiar with the aspects of the service cycle within a veterinary clinic. Students will explore veterinary software and their specific application to operating a veterinary practice. They will apply communication skills to create positive experiences for veterinary clients.	
AHT	1160	Veterinary Elective Equipment and Procedures (0-3-0 hrs)	3
		Students will explore elective dental and surgical procedures and theory, performing comprehensive oral health assessment treatment (COHAT) procedures on models. Students will be introduced to specialized equipment used in veterinary practice and perform peri operative duties of a Registered Veterinary Technician (RVT).	
AHT	1170	Introductory Pharmacy and Preventative Care (3-0-0 hrs)	3
		This course provides students with an understanding of the basics of general pharmacology and the foundation of the mathematics required to calculate appropriate medication doses. Students will be able to describe preventative medicine and the role of a Registered Veterinary Technician (RVT) in animal disease prevention.	
TERM 3			
			Course Credits (Total Credits:18)
AHT	1150	Hospital Procedures (0-3-3 hrs)	3
		Students will care for, collect samples on, and perform diagnostic procedures on animals in their care. Students will be coached as a mentee in semester three, then will receive coaching to act as mentors in semester four.	
AHT	1210	Investigating the Cardiovascular and Respiratory Systems (3-3-0 hrs)	3
		Using a systems-based approach, students will explore the cardiovascular and respiratory systems through a scientific, investigative lens. They will analyze samples and explore medical and surgical treatment when abnormal results are discovered.	
AHT	1220	Investigating the Urinary, Reproductive and Endocrine Systems (3-3-0 hrs)	3
		Using a systems-based approach, students will explore the urogenital system through a scientific, investigative lens. They will analyze samples and explore medical and surgical treatment when abnormal results are discovered.	
AHT	1230	Investigating the Digestive and Integumentary Systems (3-3-0 hrs)	3
		Using a systems-based approach, students will explore the digestive and integumentary systems through a scientific, investigative lens. They will analyze samples and explore medical and surgical treatment when abnormal results are discovered.	
AHT	1240	Investigating the Musculoskeletal, Neurological and Sensory Systems (3-0-0 hrs)	3
		Using a systems-based approach, students will explore the musculoskeletal, neurological, and sensory systems through a scientific, investigative lens. They will analyze samples and explore medical and surgical treatment when abnormal results are discovered.	
AHT	1130	Anesthesia and Analgesia (3-0-0 hrs)	3
		This course provides an overview of anesthesia and analgesia theory, looking at how the body systems respond when under anesthesia. Students will analyze the processes used for anesthetic procedures in patients and apply techniques in test cases.	

TERM 4

Course Credits
(Total Credits:15)

AHT	2150	Small Animal Surgery, Dentistry and Anesthesia (0-3-0 hrs)	3
<p>Students will perform and assist in surgical and dental cases commonly performed in veterinary clinics. They will also anesthetize patients receiving these procedures. Students will problem solve and suggest options for the anesthesia cases they are involved with.</p> <p>Pre-requisite : AHT - 1130 :and</p> <p>Pre-requisite : AHT - 1160 :and</p> <p>Corequisite : AHT - 1150 :</p>			
AHT	2140	Large Animal Procedures (0-3-0 hrs)	3
<p>Students will learn and perform large animal clinical procedures common to the veterinary industry.</p> <p>Pre-requisite : AHT - 1130 :</p> <p>Corequisite : AHT - 1150 :</p>			
AHT	2120	Small Animal Clinical Procedures (0-3-0 hrs)	3
<p>Students will learn and perform small animal clinical procedures common to the veterinary industry.</p>			
AHT	2110	Stream Your Dream: Perform (0-3-0 hrs)	3
<p>This course emphasizes different areas of interest within the veterinary profession. Students will select special interest options they wish to pursue based on their interests expressed in previous courses. The course will provide hands-on learning within the area of interest selected and may include performing skills, attending presentations or going on field trips.</p> <p>Corequisite : AHT - 1120 :</p>			
AHT	2850	Professional Skills Development (3-0-0 hrs)	3
<p>Students prepare for their industry directed field study including investigating practicum placement sites, creating professional resumes and cover letters, and expanding communication skills.</p> <p>Corequisite : AHT - 2150 :</p> <p>Corequisite : AHT - 2140 :</p>			

TERM 5

Course Credits
(Total Credits:3)

AHT	2950	Industry Directed Field Study (1-0-0 hrs)	3
<p>Students spend six weeks (240 hours) in a veterinary hospital or related animal health business or organization where they apply and reflect on competencies acquired during their education and training in the AHT program.</p> <p>Pre-requisite : Students must successfully complete all other required courses and have a GPA of 2.0.</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

Changes to this Program

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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.

Intake year Fall 2019

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 entertainment industry.
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 entertainment industry.
9. Follow designer concepts in the development of costumes.
10. Alter and repair costumes to meet production needs.
11. Utilize specialty tools, notions, and techniques to create costume pieces.
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:

TERM 1

			Course Credits
			(Total Credits:15)
APT	1100	Apparel Construction I (3-3-0 hrs)	3
<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 for the lower torso. The patterns used are instructor approved and are related to APT 1745 - Pattern Design I.</p> <p>Corequisite : APT - 1745 :</p>			
APT	1160	History of Clothing (3-0-0 hrs)	3
<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>			
APT	1745	Pattern Design I (3-3-0 hrs)	3
<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 used as students interpret fashion drawings to create patterns for skirts and pants, based on a standard size. Students solve fit</p>			

		challenges and further develop their drafting skills while creating lower torso slopers from individual body measurements.	
		Corequisite : APT - 1100 :	
APT	1760	Technical Design I (1.5-1.5-0)	3
		Students convey design ideas for lower torso garments using technical drawings and terminology to accurately specify proportion, style and details. They are introduced to elements and principles of design as they relate to apparel development. Students analyse the logistics of garments in order to plan and design apparel concepts. They create technical drawings according to industry standards.	
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
TERM 2			
			Course Credits (Total Credits:15)
APT	1120	Textiles (3-1-0 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 for women's wear, particularly as they relate to the upper torso. Both flat pattern and draping methods are used as students interpret fashion drawings to create patterns for upper torso garments, based on a standard size. Students solve fit challenges and further develop their drafting skills while creating upper torso slopers from individual body measurements.	
		Pre-requisite : APT - 1745 :and	
		Corequisite : APT - 1200 :	
APT	1770	Technical Design II (1.5-1.5-0)	3
		Students concentrate on upper torso garments and garment details as they continue to develop their skill in creating technical drawings. They apply and analyse the elements and principles of colour and design to develop apparel concepts. Students analyse body proportions and depict garments for various body types to meet individual apparel needs.	
		Pre-requisite : APT - 1760 :	
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.	
TERM 3			

			Course Credits (Total Credits:15)
APT	2530	Integrated Tailoring (3-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : APT - 1740 :</p> <p>Pre-requisite : APT - 1770 :</p>			
CCC	1000	Pattern Design for Menswear (0-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1740 :</p>			
CCC	2050	Costume Cutting and Construction (3-3-0 hrs)	3
<p>Students in this course research and practice cutting and construction techniques specific to women's period costume undergarments for the arts and entertainment industry. Undergarments produced in this course are from a selected historical period and form the foundation for projects in Couture for Stage CCC 2160.</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : APT - 1740 :</p>			
CCC	2400	Introduction to the Arts and Entertainment Industry (3-0-0 hrs)	3
<p>Students gain an understanding of the arts and entertainment industry through the exploration of opportunities and participation in events.</p>			
CCC	2420	Knitwear for Performance Costumes (3-3-0 hrs)	3
<p>Students explore the use of knit fabrics for performance costumes. They apply pattern drafting concepts to accommodate stretch, while meeting performance needs, and operate specialized industrial machines to practice construction techniques specific to knits. Students draft and construct selected performance blocks, as well as a complete performance costume, while incorporating project management strategies.</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : APT - 1740 :and</p> <p>Pre-requisite : APT - 1770 :</p>			
TERM 4			
			Course Credits (Total Credits:15)
CCC	2160	Couture for Stage (3-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1100 :and</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : CCC - 2050 :</p>			
CCC	2200	Costuming Workshops (0-3-0 hrs)	3
<p>Through the facilitation of industry guests and instructors, students explore a variety of areas specific to costuming.</p>			

CCC	2300 Men's Tailoring (3-3-0 hrs)	3
<p>Pre-requisite : APT - 1100 :</p> <p>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.</p> <p>Pre-requisite : APT - 2530 :and</p> <p>Pre-requisite : CCC - 1000 :</p>		
CCC	2600 Costume Cutting and Construction Directed Field Study (0-6-0 hrs)	3
<p>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. Practicum and professional development experiences contribute to the qualifications for attaining a permittee card for the International Alliance of Theatre and Stage Employees (IATSE) Local 212.</p> <p>Pre-requisite : CCC - 1000 :and</p> <p>Pre-requisite : CCC - 2050 :</p> <p>Corequisite : CCC - 2160 :and</p> <p>Corequisite : CCC - 2300 :</p>		
FAP	2540 Apparel Alterations (1-2-0 hrs)	3
<p>Students develop skills in fitting and altering ready-made garments. Students also develop employability skills by working in an alteration shop environment.</p> <p>Pre-requisite : APT - 1200 :</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

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Effective Date: 07/01/2019 to Present

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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.

Intake year Fall 2019

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.
5. Create patterns for standard and individual shapes using flat pattern and draping methods.
6. Operate industrial sewing and pressing equipment.
7. Construct basic and advanced garments.
8. Demonstrate employability skills, as required in the fashion workplace.
9. Apply elements and principles of design to 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 equipment and technology to meet the needs of the apparel industry.

Requirements:

TERM 1

			Course Credits
			(Total Credits:15)
APT	1100	Apparel Construction I (3-3-0 hrs)	3
<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 for the lower torso. The patterns used are instructor approved and are related to APT 1745 - Pattern Design I.</p> <p>Corequisite : APT - 1745 :</p>			
APT	1160	History of Clothing (3-0-0 hrs)	3
<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>			
APT	1745	Pattern Design I (3-3-0 hrs)	3
<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 used as students interpret fashion drawings to create patterns for skirts and pants, based on a standard size. Students solve fit challenges and further develop their drafting skills while creating lower torso slopers from individual</p>			

		body measurements.	
		Corequisite : APT - 1100 :	
APT	1760	Technical Design I (1.5-1.5-0)	3
		Students convey design ideas for lower torso garments using technical drawings and terminology to accurately specify proportion, style and details. They are introduced to elements and principles of design as they relate to apparel development. Students analyse the logistics of garments in order to plan and design apparel concepts. They create technical drawings according to industry standards.	
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
TERM 2			
			Course Credits (Total Credits:15)
APT	1120	Textiles (3-1-0 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 for women's wear, particularly as they relate to the upper torso. Both flat pattern and draping methods are used as students interpret fashion drawings to create patterns for upper torso garments, based on a standard size. Students solve fit challenges and further develop their drafting skills while creating upper torso slopers from individual body measurements.	
		Pre-requisite : APT - 1745 :and	
		Corequisite : APT - 1200 :	
APT	1770	Technical Design II (1.5-1.5-0)	3
		Students concentrate on upper torso garments and garment details as they continue to develop their skill in creating technical drawings. They apply and analyse the elements and principles of colour and design to develop apparel concepts. Students analyse body proportions and depict garments for various body types to meet individual apparel needs.	
		Pre-requisite : APT - 1760 :	
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.	
TERM 3			
			Course Credits (Total Credits:15)

APT	2530	Integrated Tailoring (3-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : APT - 1740 :</p> <p>Pre-requisite : APT - 1770 :</p>			
FAP	2460	Pattern Design III (3-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1740 :</p>			
FAP	2470	Digital Media for Fashion (3-0-0 hrs)	3
<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 : APT - 1770 :</p>			
FAP	2580	Apparel Industry Applications (3-0-0 hrs)	3
<p>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.</p> <p>Pre-requisite : COM - 1030 :</p>			
FAS	2010	Image Analysis and Styling (3-0-0 hrs)	3
<p>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. Students are introduced to the business of styling. Students will analyze and style a client's wardrobe.</p>			
TERM 4			
			Course Credits (Total Credits:15)
APT	2520	Knitwear for Fashion (3-3-0 hrs)	3
<p>Students explore the use of knit fabrics for fashion and athleisure apparel. They draft upper and lower torso blocks, specific to fashion knit garments, and draft components common to knitwear design. Specialized industrial machines are used to practice construction techniques specific to knitwear. Students apply drafting and construction methods to selected knitwear apparel while incorporating project management strategies.</p> <p>Pre-requisite : APT - 1200 :and</p> <p>Pre-requisite : APT - 1740 :</p> <p>Pre-requisite : APT - 1770 :</p>			
FAP	2445	Computerized Pattern Design (3-3-0 hrs)	3
<p>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.</p> <p>Pre-requisite : APT - 1740 :</p>			
FAP	2465	Apparel Construction III (3-3-0 hrs)	3
<p>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</p>			

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 2540 Apparel Alterations (1-2-0 hrs) 3

Students develop skills in fitting and altering ready-made garments. Students also develop employability skills by working in an alteration shop environment.

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 : APT - 1740 :

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

Changes to this Program

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Effective Date: 07/01/2019 to Present

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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:

TERM 1

			Course Credits
			(Total Credits:15)
ARB	1000	Exploring the Life of Trees (0-3-0 hrs)	3
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.			
ARB	1100	Conducting Ground Operations (0-3-0 hrs)	3
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.			
ARB	1200	Pruning Trees for Structure and Health (0-3-0 hrs)	3
Learners discover the principles and practices of pruning trees by utilizing tools and techniques required to influence plant architecture.			
ARB	1300	Performing Tree Risk Assessment (0-3-0 hrs)	3
The learner gains knowledge in the detection, assessment, and mitigation of tree risk by implementing industry assessment strategies on trees in the landscape.			
ARB	2100	Conducting Aerial Operations (0-3-0 hrs)	3
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

Changes to this Program

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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:

TERM 1

			Course Credits
			(Total Credits:15)
BAS	3999	Introduction to Self-directed Learning (3-0-0 hrs)	0
<p>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.</p>			
MGT	3100	Financial Management (3-0-0 hrs)	3
<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>			
MGT	3200	Project Management for Agriculture (3-0-0 hrs)	3
<p>Learners will implement project management principles and processes in an agricultural context. Project management 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>			
MGT	3400	Strategic Human Resources Management (3-0-0 hrs)	3
<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</p>			

		perspective of the management generalist.	
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.	
MKG	3000	Strategic Marketing (3-0-0 hrs)	3
		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 consultative selling, customer data-basing and an account penetration planning process.	
TERM 2			
			Course Credits (Total Credits:15)
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.	
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.	
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	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 :	
TERMS 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 : 27 Credits from third year of study, BAS 3999 and the approval of the Instructor.

Graduation Requirements

- Graduation from a recognized Diploma program in a 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

Changes to this Program

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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:

TERM 1

			Course Credits (Total Credits:9)
BHO	3100	Research Methods (3-0-0 hrs)	3
<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>			
BHO	3300	Project Management Principles (3-0-0 hrs)	3
<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>			
BHO	3999	Directed Field Study Preparation (3-0-0 hrs)	3
<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>			

TERM 2

			Course Credits (Total Credits:21)
TRF	3000	Creating an Agronomic Calendar (3-0-0 hrs)	3
<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.	
TRF	3020	Assessing Water Quality on Golf Courses (3-0-0 hrs)	3
		Students assemble information, discover and analyse processes that influence sustainable methods in golf course water management.	
TRF	3100	Exploring Case Studies in Golf Course Management (3-0-0 hrs)	3
		Students analyze, reflect and propose solutions to challenges in golf course case studies.	
TRF	3120	Maintaining Golf Course Design Integrity (3-0-0 hrs)	3
		Students explore trends and technologies as it relates to golf course design and the management of design integrity.	
TRF	3800	Evaluating Master Planning Strategies (3-0-0 hrs)	3
		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.	
TRF	4100	Certified Environmental Professional (0-6-0 hrs)	3
		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.	
TRF	4200	Golf Operational Management (3-0-0 hrs)	3
		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.	

TERM 3 & 4

Course Credits
(Total Credits:30)

BHO	4999	Horticulture Directed Field Study (0-0-0 hrs)	30
		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

Changes to this Program

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Bachelor of Applied Science-Horticulture Applied Degree



Description

The Bachelor of Applied Science Horticulture prepares 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:

TERM 1

			Course Credits (Total Credits:9)
BHO	3100	Research Methods (3-0-0 hrs)	3
<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>			
BHO	3300	Project Management Principles (3-0-0 hrs)	3
<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>			
BHO	3999	Directed Field Study Preparation (3-0-0 hrs)	3
<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>			

TERM 2

			Course Credits (Total Credits:18)
BHO	3500	Sustainable Sites (0-3-0 hrs)	3
<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>			
BHO	3540	Social Innovation Through Horticulture (0-3-0 hrs)	3
<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>			
BHO	3800	Leadership in Horticulture(0-3-0 hrs)	3
<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>			
BHO	3999	Directed Field Study Preparation (3-0-0 hrs)	3
<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>			
WTR	3000	Water Capture and Management (0-3-0 hrs)	3
<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>			
HRT	2200	Emerging Trends & Innovations in Horticulture (0-3-0 hrs)	3
<p>Students explore and implement marketing, regulatory, technological, and cultural requirements for innovative horticulture systems.</p>			
TERM 3 & 4			
			Course Credits (Total Credits:36)
BHO	4000	Integrated Project (0-3-1 hrs)	3
<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>			
BHO	4710	Ethics & Pest Management (3-0-0 hrs)	3
<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>			
BHO	4999	Horticulture Directed Field Study (0-0-0 hrs)	30
<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

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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:

Term 1

			Course Credits
			(Total Credits:15)
BRW	1101	Basic Practical Brewing (1-2-0 hrs)	3
<p>Through the operation of the Olds College Teaching Brewery and Pilot brewery, you will learn the fundamentals of beer making. Using brewery equipment and technology you will develop your knowledge of the beer industry and the critical role of brewery safety.</p>			
BRW	1103	Sensory Evaluation of Beer (1.5-1.5-0 hrs)	3
<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>			
BRW	1150	The Brewing Industry and You (3-0-0 hrs)	3
<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 be required to complete the ProServe certification. 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>			
BRW	1300	Brewing Ingredients (3-0-0 hrs)	3
<p>In this course, the student will learn how various ingredients in the beer making process affect the</p>			

style and 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. The student will analyze malt, specialty malts and adjuncts and examine the growing of hops and varieties of hops that come from principal production areas worldwide. The student 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.

TERM 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. 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 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.

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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

TERM 3

Course Credits
(Total Credits:15)

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.

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	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, students will explore the fields of marketing, sales and management for the brewing industry. Students will learn the basics of marketing and sales techniques in the consumer and business marketplace. The management component will include the regulatory requirements for the sale and advertisement of beer in Alberta and the license requirement to sell beer in multiple channels. Students will create a sales and marketing plan, set up and run a sales department including the staffing, managerial and oversight requirements.	
TERM 4			
			Course Credits (Total Credits:15)
BRW	1104	History of Brewing and Beer (3-0-0 hrs)	3
		In this course the student 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.	
BRW	1207	Packaging (2.5-0.5-0 hrs)	3
		In this course, the student will develop a basic knowledge of bottling, canning and kegging beer, emphasizing best practices and their impact on product stability and shelf life. Students 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. Students will investigate how draught system design and maintenance relates back to the core of delivering beer at its best to the consumer. Students will learn principles of labelling and packaging line design. Students 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	2100	Brewery Management and Operations (3-0-0 hrs)	3
		In this course the student will learn the fundamentals of brewery management and the role of vertical integration within the brewery trade. The student will gain knowledge of different managerial metrics including annual plans, budgets, labour management, scheduling of work, legal compliance and recordkeeping. The student will discover the role of government in brewery operations, marketing and sales.	
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.

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

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:

TERM 1

			Course Credits
			(Total Credits:15)
ACT	1011	Accounting Principles I (3-0-1 hrs)	3
<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>			
BUS	1050	Business Mathematics (3-0-1 hrs)	3
<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>			
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
ECN	1010	Microeconomics (3-1-0 hrs)	3
<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>			
MGT	1000	Principles of Management (3-0-0 hrs)	3
<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</p>			

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.

TERM 2

Course Credits
(Total Credits:15)

ACT	1012	Accounting Principles II (3-0-1 hrs)	3
<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>			
CMP	1100	Computer Applications I (3-0-0 hrs)	3
<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>			
ECN	1020	Macroeconomics (3-1-0 hrs)	3
<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>			
MKG	1021	Marketing Principles (3-0-0 hrs)	3
<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>			
MGT	1200	Organizational Behaviour (3-0-0 hrs)	3
<p>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.</p>			
or			
COM	1030	Workplace Professionalism (3-0-0 hrs)	3
<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 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

Changes to this Program

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Business Management (General Management Major) - 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:

TERM 1

			Course Credits (Total Credits:15)
FIN	2130	Small Business Finance (3-0-0 hrs)	3
<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>			
HRM	1010	Human Resources Management (3-0-0 hrs)	3
<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>			
MGT	2110	Operations Management (3-0-0 hrs)	3
<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>			
MGT	2120	Risk Management (3-0-0 hrs)	3
<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>			

MKG	2150	Marketing and Sales (3-0-0 hrs)	3
<p>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.</p>			
TERM 2			
			Course Credits (Total Credits:15)
BUS	2220	Research and Data Management (3-0-0 hrs)	3
<p>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.</p>			
COM	2250	Strategic Communications (3-0-0 hrs)	3
<p>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.</p> <p>Pre-requisite : COM - 1020 :</p>			
MGT	2210	Entrepreneurship (3-0-0 hrs)	3
<p>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.</p>			
MGT	2240	Innovation and Strategy (3-0-0 hrs)	3
<p>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.</p> <p>Pre-requisite : FIN - 2130 :</p> <p>Pre-requisite : HRM - 1010 :</p> <p>Pre-requisite : MGT - 2110 :</p> <p>Pre-requisite : MGT - 2120 :</p> <p>Pre-requisite : MKG - 2150 :</p>			
MGT	2400	Introduction to Project Management (3-0-0 hrs)	3
<p>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.</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
- Completion of 30 credits from a Certificate program in a related field

Changes to this Program

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Effective Date: 07/01/2017 to Present

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Business Management (Sports Management Major) - Diploma



Description

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

Intake year Fall 2019

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:

TERM 1

			Course Credits (Total Credits:15)
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
MGT	1000	Principles of Management (3-0-0 hrs)	3
<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>			
SPM	1040	Activities and Sport (3-0-0)	3
<p>Students will learn and practice the rules, skills, abilities and equipment involved in playing a variety of sports. Students will learn to deliver instruction in a sport or game related to various sports.</p>			
SPM	1220	Fitness for Life (3-0-0 hrs)	3
<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 and environmental issues. Emphasis</p>			

		is placed on personal health, nutrition, stress reduction, and the importance of wellness and benefits in daily life. Students will analyze the principles of fitness training methods for cardiovascular fitness, muscular strength and endurance.	
HAT	2355	Leisure, Sporting Events and Recreation Operations (3-0-0 hrs)	3
		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.	
TERM 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 learn about various aspects of training for performance. They will analyze the basic science behind activity, energy systems, and macro-cycles in sport training. Consideration will also be given to diverse populations, training facilities, equipment, schedules, budgets, as well as individual and team training preferences.	
SPM	1240	Sports and Recreation Leadership (3-0-0 hrs)	3
		Students will analyze various leadership theories, and will apply these theories to sports and recreation management. Students will participate in a variety of self-assessment activities as they apply leadership styles, roles and behaviors in the context of sports and recreation organizations. Students will also investigate the implications of managing and leading in the industry.	
SPM	1260	Introduction to Sports Management (3-0-0 hrs)	3
		Students will analyze various management models and organizational structures within the sport and recreation industry. Content areas include professional, amateur, Olympic, and intercollegiate sports.	
TERM 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.	
SPM	2020	Sport and Recreation Management (3-0-0 hrs)	3
		Students will examine current issues within the sport and recreation management industry considering the viewpoints of stakeholders in various situations. Students will apply critical thinking to solve selected problems in the industry.	
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.	
TERM 4			
			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 :	
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.	
SPM	1300	Coaching Theory and Applications (3-0-0)	3
		In this course the student will apply theoretical knowledge in practical community settings to develop a coaching plan designed to meet identified National Certification Coaching Program (NCCP) requirements. They will learn to apply pedagogy, make ethical decisions and provide basic mental skill development support to athletes. They will also learn how to prevent and care for sports injuries. There are additional costs related to the NCCP certification process.	
SPM	2230	Sports Promotion and Professional Networking (3-0-0 hrs)	3
		Students will gain an appreciation of the value of professional networking specific to the sport and recreation industry. Students will develop and apply networking skills, interview skills and job specific resources.	

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

Changes to this Program

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Equine Reproduction Technician Certificate



Description

The Equine Reproduction Technician program prepares its graduates for employment in the field of equine reproduction. Graduates learn through a combination of on-line learning along with the management of an on-campus breeding and foaling enterprise.

Program Learning Outcomes

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

1. Manage the daily operation of a breeding facility.
2. Manage mares and stallions during the breeding season.
3. Perform the techniques required for modern breeding methods.
4. Evaluate the reproductive performance of breeding animals.
5. Maintain currency with research and technology in equine reproduction.
6. Manage pregnant mares before, during and after parturition.
7. Manage neonatal foals.

Requirements:

Term 1 (Online)

			Course Credits (Total Credits:6)
EQN	2413	Reproductive Fundamentals (3-0-0 hrs)	3
		In this course, students will learn the anatomy and physiology of the reproductive tract of the mare and stallion, reproductive behavior in the mare and stallion, methods of detecting estrus and factors affecting fertility. The anatomy and physiology of early pregnancy and common methods of pregnancy detection will also be studied.	
EQN	2414	Maximizing Fertility in the Mare and Stallion (3-0-0 hrs)	3
		Students taking this course will gain an understanding of how to manage mares and stallions to maximize their fertility. This will include such things as selection of breeding animals, nutritional requirements and body condition scoring, health care programs, breeding facilities and the various methods of breeding horses.	

Term 2 (Online)

			Course Credits (Total Credits:6)
EQN	2401	Breeding Management (3-0-0 hrs)	3
		Students taking this course will gain an understanding of common reproductive management practices associated with breeding horses including the timing of breeding, manipulation of the estrus cycle and detection and treatment of infertility in mares and stallions. Students will also examine new technologies being developed in the field of equine reproduction.	
		Pre-requisite : EQN - 2413 :or	
		Pre-requisite : EQN - 1040 :and	
		Pre-requisite : EQN - 2414 :	
EQN	2402	Foaling & Foal Management (3-0-0 hrs)	3

Students will have the opportunity to learn about the normal events of foaling as well as the pre and post foaling period and care of the neonatal foal. They will also learn about problems that can affect foaling as well as the pre and post foaling period and the neonatal foal. Normal development of the foal will be studied up to the point of weaning.

Pre-requisite : EQN - 1040 :or

Pre-requisite : EQN - 2413 :

Term 3 (On Site)

Course Credits
(Total Credits:18)

EQN 2411 Application of Breeding Management Techniques (0-12-0 hrs) 12

Students manage the breeding component of the Olds College Equine Reproduction Center as a self-directed team. They will be involved in all daily operations of the center including feeding, teasing, breeding, record keeping, horse housing logistics, business procedures and client relations.

Pre-requisite : EQN - 2401 :

EQN 2412 Applied Techniques for Foaling and Foal Management (0-6-0 hrs) 6

Students manage the foaling component of the Olds College Equine Reproduction Center as a self-directed team. They will manage the pregnant mares before, during and after foaling, and will perform routine care and handling procedures with the neonatal foals.

Pre-requisite : EQN - 2402 :

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

Changes to this Program

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Effective Date: 07/01/2018 to Present

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Equine Science Diploma



Description

The Equine Science Diploma program prepares its graduates for exciting careers in the equine industry along with enhancing their passion of the horse. The program allows a degree of specialization through a selection of elective courses. The program engages students through the horse, relevant curriculum, and innovative program delivery.

Program Learning Outcomes

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

1. Communicate in a professional manner with multiple stakeholders within the equine industry.
2. Perform the on-going care of the horse.
3. Apply the knowledge of the structure and function of the horse's body to its care and use.
4. Apply the use of tack, tools, and equipment commonly associated with an equine enterprise.
5. Use equine conformation skills to select horses.
6. Maximize performance in horses based on identification and treatment of lameness conditions.
7. Implement health care programs for the prevention of diseases in horse.
8. Use treatment techniques and practices for disease, injury and lameness.
9. Develop feeding programs for horses.
10. Perform basic to advanced riding skills in either the English or the Western discipline.
11. Employ effective business and management procedures used to manage an equine enterprise and offer an equine event.
12. Apply basic equine breeding techniques.
13. Apply foaling and foal management procedures.
14. Start and train young horses.
15. Apply advanced horsemanship skills within competitive disciplines.
16. Coach beginner riders.
17. Apply skills associated with therapeutic riding.
18. Obtain therapies associated with injury presentation and rehabilitation.

Requirements:

Term 1

			Course Credits (Total Credits:15)
EQN	1000	Equine Anatomy and Physiology (3-0-0 hrs)	3
This course will focus on the anatomical makeup of the horse's body by system including the integumentary, musculoskeletal, nervous, cardiovascular, respiratory, digestive and urinary systems with physiological applications related to its function and management.			
EQN	1020	Farm Equipment Operation (1.7-3.3-0 hrs)	3
Students will learn the basic maintenance and operation of common farm machinery and equipment such as a tractor (with and without a trailer), a skid steer, a utility vehicle and a truck (with and without a trailer).			
EQN	1040	Breeding Fundamentals (1-4-0 hrs)	3
Students in this course will learn the basic anatomy and physiology of the reproduction system of the mare and stallion, the events surrounding conception and early pregnancy and the various methods used for breeding horses. Students will participate in hand breeding labs where they will experience teasing and estrus detection, stallion handling and preparation of mares and stallions for breeding.			

EQN	1060	Horsemanship I (0-5-0 hrs)	3
		Students will learn safe horse handling skills along with proper use of different types of tack and equipment. The student will perform basic horsemanship skills on well trained horses in either the English or Western discipline.	
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
		or	
EQN	1050	Barn Management and Horse Care (3-2-0 hrs)	3
		In this course, students will demonstrate skills in stable cleanliness and organization, haltering and handling horses, and in fitting and using blankets appropriately. Students will also be responsible for identifying normal horse behavior and well-being.	
Term 2			
			Course Credits (Total Credits:15)
EQN	1070	Horse Husbandry Techniques (3-2-0 hrs)	3
		In this course, students will perform several tasks necessary to manage, groom and care for the horse. This will include identification, vital sign assessment, basic hoof care, administering medications, bandaging, BCS and welfare, the use of restraint devices, basic grooming, and preparing a horse for show.	
EQN	1080	Horsemanship II (0-5-0 hrs)	3
		Students will be able to perform intermediate riding skills and demonstrate intermediate maneuvers in either the Western or English discipline on well trained horses.	
		Pre-requisite : EQN - 1060 :	
EQN	1230	Managing Equine Health (3-0-0 hrs)	3
		In this course, students will understand the infectious disease process and become familiar with the more common infectious diseases of the horse and how they are controlled. They will also study common parasites of the horse and how they are controlled, and gain an introduction to equine first aid protocols and wound management procedures.	
EQN	2520	Equine Nutrition (3-0-0 hrs)	3
		This course introduces students to the theory and practice of feeding horses to ensure their wellbeing and maximum performance and of managing pastures effectively. Students will recognize and evaluate various feedstuffs and common pasture plants and will formulate rations for different classes of horses.	
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.	
		or	
EQN	1050	Barn Management and Horse Care (3-2-0 hrs)	3
		In this course, students will demonstrate skills in stable cleanliness and organization, haltering and handling horses, and in fitting and using blankets appropriately. Students will also be responsible for identifying normal horse behavior and well-being.	
Term 3			
			Course Credits (Total Credits:6)
EQN	2050	Enterprise Management I (3-2-0 hrs)	3

In this course, students will learn the management functions of leading and controlling and will apply these principles in the financial management and care of equine operations. In addition, they will apply these principles in the offering of an equine event.

EQN 2540 Conformation and Selection (3-0-0 hrs) 3

Students will develop criteria to assist them in selecting horses for breeding or performance. They will learn to analyze the conformational characteristics of a 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 :

ELECTIVE: Course from the Semester 3 Approved Electives list below.

ELECTIVE: Course from the Semester 3 Approved Electives list below.

ELECTIVE: Course from the Semester 3 Approved Electives list below.

Term 3 Approved Electives:

A competitive entry process may apply to Equine Science elective selection. The program reserves the right to cancel electives with insufficient demand.

(Total Credits:9)

EQN 2090 Coaching Theory (3-3-0 hrs) 3

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 NCCP theory. 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 - 1080 :

EQN 2100 Principles of Rehabilitation and Complementary Therapies (3-0-0 hrs) 3

In this course, students will be introduced to a broad understanding of rehabilitation and complementary therapies that are available to the horse industry. Students will use knowledge from this course to evaluate therapies and modalities. It is important to have foundational knowledge of equine anatomy.

EQN 2110 Therapeutic Riding (3-0-0 hrs) 3

This course is designed to provide some of the basic skills and knowledge that will help students who wish to become involved with a therapeutic riding program. It will also serve as a basis for students who wish to become certified as an entry level therapeutic riding instructor.

EQN 2310 Driving the Draft Horse (0-6-0 hrs) 3

In this course, students will learn to identify parts of a harness and how to correctly and safely harness a draft horse. They will also learn to hitch and drive draft horses in various configurations.

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 and basic training techniques under saddle. Students will also be able to respond effectively to individual horse psychology.

Pre-requisite : EQN - 1080 :

EQN 2330 Training the Young English Horse I (0-6-0 hrs) 3

Students with Instructor assistance will design an introductory training program for a green horse

contracted from industry. Students will train the assigned horse in the fundamentals of hunter/jumper, eventing and dressage. Students with instructor assistance will analyze and evaluate the horse throughout the program. As well, students will establish and maintain an effective client/trainer relationship with the owner of that horse.

Pre-requisite : EQN - 1080 :

EQN 2340 Training the Young Western Horse I (0-6-0 hrs) 3

Students with instructor assistance will design an introductory training program for a 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 - 1080 :

Students may also take up to 6 credits from the Business Management Certificate.

Term 4

Course Credits
(Total Credits:6)

EQN 2120 Enterprise Management II (3-2-0 hrs) 3

In this course, students will be introduced to selected functions applicable to the day-to-day operation of an equine enterprise. Students will apply these skills in the care and management of horses and equine facilities.

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

Students gain an understanding of the different types of medications and how to use them safely and effectively. They will also learn about common metabolic and developmental diseases as well as to recognize the symptoms of lameness conditions in the horse.

ELECTIVE: Course from the Semester 4 Approved Electives list below.

ELECTIVE: Course from the Semester 4 Approved Electives list below.

ELECTIVE: Course from the Semester 4 Approved Electives list below.

Term 4 Approved Electives:

A competitive entry process may apply to Equine Science elective selection. The program reserves the right to cancel electives with insufficient demand.

(Total Credits:9)

EQN 2140 Applied Coaching Techniques (0-6-0 hrs) 3

Students practice their instructional skills by offering evening riding lessons to Olds College students and staff. Students also have the opportunity through on site clinics and field study to become certified as various competition officials.

Pre-requisite : EQN - 2090 :

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

Students study the effect of exercise on the various body systems as well as the practical aspects of a conditioning program for the horse. They will gain an understanding of the principles used to

	condition horses for performance and will use this knowledge to design an effective conditioning program for a horse in an event of their choice.	
EQN	2310 Driving the Draft Horse (0-6-0 hrs)	3
	In this course, students will learn to identify parts of a harness and how to correctly and safely harness a draft horse. They will also learn to hitch and drive draft horses in various configurations.	
EQN	2402 Foaling & Foal Management (3-0-0 hrs)	3
	Students will have the opportunity to learn about the normal events of foaling as well as the pre and post foaling period and care of the neonatal foal. They will also learn about problems that can affect foaling as well as the pre and post foaling period and the neonatal foal. Normal development of the foal will be studied up to the point of weaning.	
	Pre-requisite : EQN - 1040 :or	
	Pre-requisite : EQN - 2413 :	
EQN	2331 Training the Young English Horse II (0-6-0 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	2341 Training the Young Western Horse II (0-6-0 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 :	

Students may also take up to 6 credits from the Business Management Certificate.

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

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)
ERJ	6001	Management of the Race Horse (3-2.7-0 hrs)	3
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.			
ERJ	6002	Introduction to Race Horse Employment (3-0.8-0 hrs)	3
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.			
ERJ	6003	Rider Preparation (1.3-2.7-0 hrs)	3
This practical training course instructs students on the proper riding equipment, safety, fitness, nutrition, and riding skills required to exercise race horses.			
ERJ	6004	Exercising the Flat Racer (2.7-3-0 hrs)	3
This practical training course teaches students the skills required to exercise and care for horses in a flat racing environment.			
ERJ	6005	Race Day Procedures and Practicum (1.3-1.7-0 hrs)	3
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

Changes to this Program

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Effective Date: 01/01/2011

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Farrier Science Certificate



Description

The Olds College Farrier Science Certificate program prepares its graduates to be employed in the farrier industry by providing applied and practical educational training 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. Demonstrate the ability to make safe choices in the management and restraint of the horse.
2. Study the anatomy of the horse.
3. Identify and assess the trimming requirements of the equine foot.
4. Identify lameness in horses.
5. Identify faults of gait in horses.
6. Perform forge modifications to machine made shoes.
7. Produce forging tools for the production of basic horseshoes.
8. Forge basic horseshoes.
9. Forge therapeutic and corrective horseshoes for the equine foot.
10. Demonstrate brazing and forge welding processes in gas and coal forges.
11. Perform basic welding using current industry practices.
12. Perform appropriate trimming and shoeing technique for the equine foot.
13. Interact professionally with clients and colleagues within the farrier industry.
14. Provide farrier customer service and client education.
15. Perform basic computer skills utilizing Excel software to create basic records and financial reports.

Requirements:

Term 1

			Course Credits
			(Total Credits:15)
FAR	1200	Equine Anatomy (3-0-0 hrs)	3
Students learn terminology, anatomy and physiology of the horse with special emphasis on the limbs and feet.			
FAR	1300	Horse Handling and Horseshoeing I (3-0-0 hrs)	3
Students will practice safe and effective horse handling skills. They will also trim and show horses with machine-made and hand-made shoes.			
FAR	1301	Horse Handling and Horseshoeing II (1-4-0 hrs)	3
Students will apply horseshoeing skills, fit horseshoes and build horseshoes.			
Pre-requisite : FAR - 1300 :			
FAR	1400	Introduction to Blacksmithing (2-4-0 hrs)	3
Students will learn the basic skills of blacksmithing by preparing and maintaining both the coal and gas forge. The student will be able to produce and maintain basic forging tools and hand-made horseshoes.			
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 as well			

as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.

Term 2

Course Credits
(Total Credits:15)

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.

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.

FAR 2400 Advanced Keg Shoe Modifications I (1-2-0 hrs) 3

Students will demonstrate the application and modification of keg shoes to alter and correct gait faults and lameness.

Pre-requisite : FAR - 1300 :

Pre-requisite : FAR - 1301 :

Pre-requisite : FAR - 1400 :

FAR 2401 Advanced Keg Shoe Modifications II (1-2-0 hrs) 3

Students will demonstrate the application and modification of keg shoes to alter and correct gait faults and lameness.

Pre-requisite : FAR - 1300 :

Pre-requisite : FAR - 1301 :

Pre-requisite : FAR - 1400 :

Pre-requisite : FAR - 2400 :

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

Students will demonstrate how to make specialized horseshoes to correct therapeutic abnormalities.

Pre-requisite : FAR - 1300 :

Pre-requisite : FAR - 1301 :

Pre-requisite : FAR - 1400 :

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

Changes to this Program

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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)
HEO	6001	Workplace Safety and Safety Tickets 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.	3
HEO	6002	Introduction to Earthmoving (3-3-0) 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 various heavy equipment industries through hands-on practical experience – both on-site, as well as field trips/guest speakers.	3
HEO	6003	Equipment Operation and Preventative Mechanical Maintenance 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.	3
HEO	6004	Fieldwork and Jobsite Fundamentals 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.	3
HEO	6005	Earthmoving Operational Techniques Students will demonstrate the industry accepted practices and procedures of safe operation, preventative maintenance, basic movements and general principles of operation of selected	3

earthmoving equipment and its attachments.

HEO

6006

Heavy Equipment Operator Practicum (0-0-0)

0

Students will further develop their skills in an industry-related worksite position where they apply competencies acquired during their education and training. Students expand their knowledge and experience in this 80 hour practicum.

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
- Provide documentation/proof of completion of practicum
- Satisfactory completion of occupational experiences and/or assignment, if required

Changes to this Program

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Effective Date: 01/01/2018 to Present

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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:

TERM 1

			Course Credits (Total Credits:12)
HRT	1000	Discovering Plants (1-2-0 hrs)	3
<p>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.</p>			
HRT	1900	Horticulture Field Studies I (0-3-0 hrs)	3
<p>Students engage in faculty-supported exploration of selected aspects of the horticulture industry during a one-month term of on campus immersion.</p>			
HRT	1100	Managing Soils (1-2-0 hrs)	3
<p>Learners analyze, problem solve, and manage soils and soilless media for production and landscape applications.</p>			
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			

TERM 2

Course Credits
(Total Credits:15)

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.	
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	2400	Propagating Plants (0-3-0 hrs)	3
		Learners propagate plant material using a variety of methods and technologies including tissue culture.	
TERM 3			
			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.	
TERM 4			
			Course Credits (Total Credits:3)
HRT	2900	Horticulture Field Studies III (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.	
		Pre-requisite : HRT - 1950 :	
TERM 5			
			Course Credits (Total Credits:6)
ARB	1200	Pruning Trees for Structure and Health (0-3-0 hrs)	3
		Learners discover the principles and practices of pruning trees by utilizing tools and techniques required to influence plant architecture.	
HRT	2950	Horticulture Field Studies IV (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.	
		Pre-requisite : HRT - 2900 :	
ELECTIVE: Course from the Term 5 Approved Electives list below.			
Term 5 Approved Electives			

A competitive entry process may apply to the Horticulture elective selection.

(Total Credits:3)

HRT	2250	Digital Graphics for Landscape Design (0-3-0 hrs)	3
<p>An introductory course in computer-assisted design (CAD) graphic skills, used in the landscape industry. The learner will develop basic graphics landscape presentation and construction drawings. Learners will operate software to prepare two-dimensional (Dynascape) and three-dimensional (SketchUp Pro) drawings.</p>			
HRT	2100	An Entrepreneurial Approach to Processing (0-3-0 hrs)	3
<p>Students create sustainable value-added products and opportunities within horticulture.</p>			

TERM 6

Course Credits
(Total Credits:12)

HRT	2000	Starting a Horticulture Business (3-0-0 hrs)	3
<p>This course will provide learners with an overview of the legal and financial requirements needed to start a small business.</p>			
HRT	2300	Developing a Specialty Landscape (0-3-0 hrs)	3
<p>Students assess current trends in non-traditional landscapes through the assessment of construction and plant material needs.</p>			
HRT	2600	Managing Pests II (1-2-0 hrs)	3
<p>Students will examine and assess management practices, including biological, cultural, chemical, and physical methods, for pests of horticulture.</p>			
WTR	1200	Managing Water Systems (0-3-0 hrs)	3
<p>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.</p>			

ELECTIVE: Course from the Term 6 Approved Electives list below.

ELECTIVE: Course from the Term 6 Approved Electives list below.

Term 6 Approved Electives

A competitive entry process may apply to the Horticulture elective selection.

(Total Credits:6)

HRT	1600	Producing Greenhouse Crops (0-3-0 hrs)	3
<p>Students explore greenhouse systems, grow plants and manage production cycles to produce marketable crops.</p>			
HRT	2150	Exploring Non-Conventional Food Production (0-3-0 hrs)	3
<p>This course introduces the learner to non-conventional food production systems. The learner will compare and evaluate the benefits and challenges of these systems in the context of local and global food security.</p> <p>Pre-requisite : HRT - 1700 :</p>			
HRT	2800	Managing Landscape Construction (0-3-0 hrs)	3
<p>Students apply procedures and techniques in project planning, estimating and construction of horticulture projects.</p>			

HRT 2850 Designing Landscapes (0-3-0 hrs)

3

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.

Pre-requisite : HRT - 2250 :

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

Changes to this Program

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Effective Date: 07/01/2019 to Present

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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.

Intake Year Fall 2019.

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:

TERM 1

			Course Credits (Total Credits:6)
HAT	1110	Mixology and International Spirits, Wine and Beer (1-2-0 hrs)	3
<p>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.</p>			
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			

TERM 2

			Course Credits (Total Credits:21)
HAT	1112	Culinary Theory and Production (1-2-0 hrs)	3
<p>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-</p>			

		preparation, detailed plate presentation and intricate food combinations. Students must have completed Food Safe, Standard First Aid, and Olds College WHMIS certifications prior to working in the kitchen.	
HAT	1114	Dining Experience and Service (1-2-0 hrs)	3
		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.	
HAT	1130	Marketing for Hospitality and Tourism (3-0-0 hrs)	3
		Students will experience and evaluate a variety of hospitality and tourism facilities relating to product, price, place, promotion, people, physical evidence and process. Social media and mobile applications are included as part of the marketing mix.	
HAT	1255	Global and Sustainable Tourism (3-0-0 hrs)	3
		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.	
HAT	2038	Accommodation Management (3-0-0 hrs)	3
		Students will assess customer needs and develop procedures and management strategies that result in accommodation service excellence. 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.	
HAT	2240	Hospitality Cost Management (3-0-0 hrs)	3
		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.	
HAT	2235	Security, Law and Risk Management for Hospitality and Tourism (3-0-0 hrs)	3
		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, and current security issues and procedures as they relate to the protection of guests and assets. Risk management concepts will be examined. Students will be given the opportunity to obtain Standard First Aid and Olds College WHMIS certification.	
TERM 3			
			Course Credits (Total Credits:24)
HAT	1080	Career Development and International Business Etiquette (3-0-0 hrs)	3
		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.	
HAT	1220	Hospitality and Tourism Human Resources (3-0-0 hrs)	3
		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.	
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	2035	Selling and Convention Management (3-0-0 hrs)	3
		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.	
HAT	2355	Leisure, Sporting Events and Recreation Operations (3-0-0 hrs)	3
		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.	
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.	
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.	
TERM 4			
			Course Credits (Total Credits:6)
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. Two hundred and fifty (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	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. Two hundred and fifty (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 :	
TERM 5			
			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 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

Changes to this Program

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Effective Date: 07/01/2019 to Present

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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:

TERM 1

			Course Credits
			(Total Credits:15)
EVS	1210	Applied Ecology (3-2-0 hrs)	3
<p>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.</p>			
GPS	1200	GPS, Site Mapping and Graphics (0-5-0 hrs)	3
<p>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.</p>			
PLS	1010	Plant Science Principles (3-2-0 hrs)	3
<p>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.</p>			

	A dichotomous key is used to identify unknown plant species.		
SOI	1000	Fundamentals of Soil Science (3-2-0 hrs)	3
	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.		
WTR	1330	Water Fundamentals (3-2-0 hrs)	3
	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.		
TERM 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 :		
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.		
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.		
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.		
TERM 3			
			Course Credits (Total Credits:15)
EVS	2000	Environmental Field School and Technical Reporting (2.6-3.2-0 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 (2.6-1.73-0 hrs)	3
		This course develops skills required for rural planning. Planning and development application scenarios provide hands-on experience in individual and group settings. Environmental principles and trends are examined, as they relate to the rural municipal planning process.	
		Pre-requisite : LUP - 1620 :	
		Corequisite : LUP - 2620 :	
LUP	2620	Applied Land Use Planning (2.6-2.6-0 hrs)	3
		This is a capstone course that applies the theories of rural planning to practical examples. Focus is placed on developing skills in problem solving, positive communication and conflict resolution. Learners work on investigating and solving planning issues individually and in groups. Both oral and written presentations are made of their work. Various CAD design and GIS tools are used to support the Land Use Planning process.	
		Corequisite : LUP - 2610 :	
PLS	2410	Native Plants of Alberta (2.6-1.73-0 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 (2.6-1.73-0 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 :	
TERM 4			
			Course Credits (Total Credits:15)
AGN	2600	Soil Management and Crop Production (3-2-0 hrs)	3
		This course will describe the production practices and principles of annual crop and perennial forage crop production and develop skills in soil management, soil conservation and plant nutrition in sustainable agricultural systems. Students will identify major field crops, and their adaptations in western Canada, while discussing factors that lead to soil degradation and the production practices that can mitigate these problems.	
		Pre-requisite : PLS - 1010 :	
EVS	2560	Environmental Statistics and Database Management (2-3-0)	3
		This course is an introduction to basic statistical methods and data management practices in land management and environmental science. Students will learn how to work with spreadsheet and database software. Major statistical topics include central tendency, measures of dispersion, linear regression, correlation analysis and hypothesis testing. Students will design and conduct experiments to facilitate some of the statistical and database learning.	
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	2340	Soil Classification & Mapping (3-2-0 hrs)	3
	<p>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.</p> <p>Pre-requisite : SOI - 1000 :</p>		
WTR	2630	Watershed Management (3-2-0 hrs)	3
	<p>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.</p> <p>Pre-requisite : WTR - 1330 :</p>		

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
- Effective January 1, 2017 the course EVS 2740 is being replaced with EVS 2750. 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.
- Note: AGN 2420 and SOI 2500 will be effective until June 30, 2018. Credit for these courses will be given to students that successfully complete the two courses and graduate in April 2018.
- Note: AGN 2600 and EVS 2560 will be required course for students entering the program in Fall 2017. Students will take these courses in the Winter Term of 2019.

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Effective Date: 07/01/2018 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:

TERM 1

			Course Credits
			(Total Credits:15)
EVS	1210	Applied Ecology (3-2-0 hrs)	3
<p>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.</p>			
GPS	1200	GPS, Site Mapping and Graphics (0-5-0 hrs)	3
<p>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.</p>			
PLS	1010	Plant Science Principles (3-2-0 hrs)	3
<p>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.</p>			

SOI	1000	Fundamentals of Soil Science (3-2-0 hrs)	3
<p>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.</p>			
WTR	1330	Water Fundamentals (3-2-0 hrs)	3
<p>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.</p>			
TERM 2			
			Course Credits (Total Credits:15)
AGN	1540	Introductory Pest Management (3-2-0 hrs)	3
<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>			
COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			
CHE	1020	Environmental Chemistry (3-2-0 hrs)	3
<p>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.</p>			
EVS	1730	Land Reclamation and Ethics (3-2-0 hrs)	3
<p>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.</p>			
LUP	1620	Land Systems and Legislation (3-2-0 hrs)	3
<p>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.</p>			
TERM 3			
			Course Credits (Total Credits:15)
EVS	2000	Environmental Field School and Technical Reporting (2.6-3.2-0 hrs)	3
<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>			

		Pre-requisite : PLS - 1010 :and Pre-requisite : WTR - 1330 :	
EVS	2330	Oilfield Reclamation (2.6-1.73-0 hrs)	3
		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.	
		Pre-requisite : EVS - 1730 :	
EVS	2730	Environmental Site Assessment (2.6-1.73-0 hrs)	3
		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.	
		Pre-requisite : CHE - 1020 :	
PLS	2410	Native Plants of Alberta (2.6-1.73-0 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 (2.6-1.73-0 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 :	
TERM 4			
			Course Credits (Total Credits:15)
AGN	2600	Soil Management and Crop Production (3-2-0 hrs)	3
		This course will describe the production practices and principles of annual crop and perennial forage crop production and develop skills in soil management, soil conservation and plant nutrition in sustainable agricultural systems. Students will identify major field crops, and their adaptations in western Canada, while discussing factors that lead to soil degradation and the production practices that can mitigate these problems.	
		Pre-requisite : PLS - 1010 :	
EVS	2560	Environmental Statistics and Database Management (2-3-0)	3
		This course is an introduction to basic statistical methods and data management practices in land management and environmental science. Students will learn how to work with spreadsheet and database software. Major statistical topics include central tendency, measures of dispersion, linear regression, correlation analysis and hypothesis testing. Students will design and conduct experiments to facilitate some of the statistical and database learning.	
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 :

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 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 :

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
- Effective January 1, 2017 the course EVS 2740 is being replaced with EVS 2750. Credit will be 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.
- Note: AGN 2420 and SOI 2500 will be effective until June 30, 2018. Credit for these courses will be given to students that successfully complete the two courses and graduate in April 2018.
- Note: AGN 2600 and EVS 2560 will be required courses for students entering the program in Fall 2017. Students will take these courses in the Winter Term of 2019.

Changes to this Program

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Effective Date: 07/01/2018 to Present

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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:

TERM 1

Course Credits
(Total Credits:12)

MEP	1007	Meat Cutting (1.3-4.7-0 hrs)	3
		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 :	
MEP	1008	Value Added Processing (1.3-1.7-0 hrs)	3
		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 :	
MEP	1009	Food Safety and Sanitation (3-3-0 hrs)	3
		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

Changes to this Program

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Agriculture - Post-Diploma Certificate



Description

The Post-Diploma Certificate in Agriculture is designed to assist Diploma or Degree graduates in acquiring supplementary and advanced skills in the area of Agriculture.

Program Learning Outcomes

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

1. Demonstrate enhanced technical and practical skills gained through a broadened experience and knowledge base in the area of Agriculture.

Requirements:

TERM 1

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Agriculture and related areas.

TERM 2

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Agriculture and related areas.

Graduation Requirements

- Completion of 30 credits as advised
- Cumulative GPA of 2.50 or better

Changes to this Program

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Agricultural Business - Post-Diploma Certificate



Description

The Post-Diploma Certificate in Agricultural Business is designed to assist Diploma or Degree graduates in acquiring supplementary and advanced skills in the area of Agricultural Business.

Program Learning Outcomes

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

1. Demonstrate enhanced technical and practical skills gained through a broadened experience and knowledge base in the area of Agricultural Business.

Requirements:

TERM 1

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Agricultural Business and related areas.

TERM 2

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Agricultural Business and related areas.

Graduation Requirements

- Completion of 30 credits as advised
- Cumulative GPA of 2.50 or better

Changes to this Program

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Environment - Post-Diploma Certificate



Description

The Post-Diploma Certificate in Environment is designed to assist Diploma or Degree graduates in acquiring supplementary and advanced skills in the area of Environment.

Program Learning Outcomes

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

1. Demonstrate enhanced technical and practical skills gained through a broadened experience and knowledge base in the area of Environment.

Requirements:

TERM 1

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Environment and related areas.

TERM 2

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Environment and related areas.

Graduation Requirements

- Completion of 30 credits as advised
- Cumulative GPA of 2.50 or better

Changes to this Program

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Horticulture - Post-Diploma Certificate



Description

The Post-Diploma Certificate in Horticulture is designed to assist Diploma or Degree graduates in acquiring supplementary and advanced skills in the area of Horticulture.

Program Learning Outcomes

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

1. Demonstrate enhanced technical and practical skills gained through a broadened experience and knowledge base in the area of Horticulture.

Requirements:

TERM 1

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Horticulture and related areas.

TERM 2

Course Credits
(Total Credits:15)

15 credits (generally five 3 credit courses) in the area of Horticulture and related areas.

Graduation Requirements

- Completion of 30 credits as advised
- Cumulative GPA of 2.50 or better

Changes to this Program

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Pre-Employment Heavy Equipment Technician Certificate



Description

The Olds College Pre-Employment Heavy Equipment Technician program prepares the graduate for entry level positions in the heavy equipment sector. It covers basic diagnostics, repair, and maintenance of heavy equipment and its various components. Worksite fundamentals including occupational health and safety are emphasized throughout the training. This program is the equivalent to the technical training of first year apprenticeship, with additional instructor contact hours.

Program Learning Outcomes

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

1. Describe standard workplace safety, materials and tools
2. Describe suspensions, wheels and systems
3. Describe hydraulics and hydraulic brake systems
4. Describe electrical and electronics
5. Describe air brakes

Requirements:

Semester 1

			Course Credits (Total Credits:15)
PEH	1001	Standard Workplace Safety, Materials and Tools (2-1-0 hrs)	3
<p>Students will study the legislation and practices to ensure a safe workplace in the trade. They will also learn how to use personal protective equipment and demonstrate safe practices in lifting operations, as well as describe the safety practices for hazardous materials and fire protection. Also, students will learn to apply communication skills in an industry context. They will learn to use common materials as well as hand, shop, and power tools and measuring tools common to the trade. Metal cutting and heating operations safely using oxyacetylene equipment will also be introduced.</p>			
PEH	1002	Suspensions, Wheels and Systems (3-2-0 hrs)	3
<p>Students will study the operating principles and design features of common frame and suspension systems, and learn to perform common system repairs. This course also covers the basic skills needed to service bearings, seals, wheels, tires, and hubs. Students will learn to identify common trailer systems and components, and to service trailer coupling systems and landing gear. They will learn to perform a trailer inspection according to Canadian Vehicle Inspection (CVI) regulations. The course also provides experience following typical maintenance programs used with off-road and on-road equipment.</p>			
PEH	1003	Hydraulics and Hydraulic Brake Systems (3-2-0 hrs)	3
<p>This course focuses on hydraulic principles and the function of following hydraulic system components: hydraulic oils, reservoirs, filters, conductors, and heat exchangers. Students will also study the functions and principles of operation of hydraulic system components. Students will learn to apply scientific principles to braking system operations and explain the operation as well as servicing of hydraulic drum and disc brake systems. They will also study power braking systems service procedures including parking brake and electric braking systems.</p>			
PEH	1004	Electrical and Electronics (3-2-0 hrs)	3
<p>This course provides an introduction to the scientific principles necessary to explain magnetism and</p>			

electrical theory in relation to industrial equipment. Students will learn to identify electrical circuit types and circuit defects. Using electrical test equipment, they will learn to measure electrical values and to measure, test and repair electrical circuits. They will also learn to service, test and charge a lead-acid battery. Students will practice testing discrete electronic components and describe the operation of basic computer-controlled systems.

PEH 1005 Air Brakes (3-1-0 hrs)

3

This course explains the fundamental principles behind the operation of an air brake system and its mechanical components. Students will learn to explain the principles of air brake system operation as well as service and diagnose truck/tractor and trailer air brake components and systems. They will also study the basic operation of an air antilock brake system.

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

Changes to this Program

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Effective Date: 09/01/2017 to Present

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Pre Employment Motorcycle Mechanic Certificate



Description

The Olds College Pre-Employment Motorcycle Mechanic program prepares students to use industry procedures for entry level assembly, maintenance, repairs, and restoration of motorcycles and multi-wheeled lightweight all-terrain vehicles. Students will get hands-on instruction with an assortment of makes and models as you learn about: two and four stroke engine theory, electrical theory and circuits, mechanical and hydraulic brake systems and wheel and tire maintenance.

This program is the equivalent to the technical training of first year apprenticeship, with additional instructor contact hours.

Program Learning Outcomes

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

1. Demonstrate safe use of tools, equipment and materials, describe legislation, regulations and common practices.
2. Perform basic electrical system identification, diagnostics and repairs.
3. Perform basic engine service, tune-up and diagnostic procedures.
4. Perform basic wheel, tire and brake system maintenance and repairs.
5. Perform routine assembly and pre-delivery of new motorcycles. As well, perform the metal cutting and heating operations.

Requirements:

Term 1

			Course Credits (Total Credits:15)
PEM	1002	Standard Workplace Safety, Equipment and Materials (3-2-0 hrs)	3
This course will teach students to apply legislation, regulations and practices ensuring safe work in this trade. Students will use industry standard practices for climbing, lifting, rigging, hoisting, hazardous materials and fire protection. They will use common motorcycle shop equipment and work effectively in motorcycle service. Students will demonstrate the use of common hand tools and use specialized equipment for cleaning, measuring, testing and service work.			
PEM	1003	Electrical Theory and Circuits (2.5-2-0 hrs)	3
Students will perform meter tests to diagnose and repair electrical problems. They will perform battery testing and use wiring diagrams to identify and repair electrical problems.			
PEM	1004	Engine Theory and Tune-Up (2.5-2-0 hrs)	3
Students will apply operating and design principles of four stroke and two stroke engine operation. They will service motorcycle fuel systems, and perform compression, leak-down, and crankcase sealing tests, engine tune-up and maintenance.			
PEM	1005	Wheels, Tires and Brake System Service (2.5-2-0 hrs)	3
In this class, students will perform wheel and tire maintenance, as well perform basic brake system service procedures.			
PEM	1006	Pre-Delivery and Introduction to Oxy-Fuel (3-2.5-0 hrs)	3

In this class, students will perform more in-depth repair and maintenance of selected brake systems. Students will also handle crafted motorcycles, perform assembly, pre-delivery inspections and related tasks, and prepare motorcycles for storage. They will also perform metal cutting and heating operations.

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

Changes to this Program

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Effective Date: 07/01/2019 to Present

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Pre-Employment Welder Certificate



Description

The Olds College Pre-Employment Welder program prepares the graduate to perform entry level welding of metals in the repair, maintenance, fabricating or manufacturing of a wide variety of metal equipment and components. The program also focuses on workplace fundamentals and occupational health and safety training. This program is the equivalent to the technical training of first year apprentice.

Program Learning Outcomes

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

1. Employ current Occupational Health and Safety and industry standards and procedures in the workplace.
2. Communicate in a professional manner with industry associates.
3. Demonstrate employability skills and professional conduct.
4. Demonstrate technical workplace skills in an industry-related learning environment.
5. Demonstrate a working knowledge of the welding equipment involved with the various welding procedures.
6. Apply a working knowledge of mathematical calculations pertaining to the welding trade.
7. Perform assigned tasks in accordance with quality and production standards required by industry.
8. Demonstrate skills in the fusing of metals using prescribed welding applications.
9. Demonstrate a working knowledge of metals, arc electrodes, welding gases, and gas welding filler rods and recognize defective welds; know the cause and proper procedure for the repair of the defective area.

Requirements:

Semester 1

			Course Credits (Total Credits:15)
PEW	1001	Workplace Safety and Tools (2-2-0 hrs)	3
<p>Students will study the legislation and practices to ensure a safe workplace in the trade. They will also learn how to use personal protective equipment and demonstrate safe practices in lifting operations, as well as describe the safety practices for hazardous materials and fire protection. Also, students will learn to apply communication skills in an industry context. They will learn to use common materials as well as hand, shop, and power tools and measuring tools common to the trade. Metal cutting and heating operations safely using oxyacetylene equipment will also be introduced.</p>			
PEW	1002	Welding Technology and Properties of Metals (3-2-0 hrs)	3
<p>This course focuses on an introduction to theories relevant to today's welding equipment. Covered topics are electrical concepts, machine design and operation. Students will also practice reading and interpreting technical drawings. In this class, students will also identify joints, weld types and differentiate types of metals and their characteristics. Demonstrations on methods of controlling distortion while welding as well as hard facing of steel will also be involved.</p>			
PEW	1003	Wire Feed Welding (3-2-0 hrs)	3
<p>In this class, students will be introduced to gmaW wire feed processes. Students will be introduced to various machines, designs and other materials throughout the training process.</p>			
PEW	1004	Alternate Welding Techniques (3-3.5-0 hrs)	3

In this class, students will be introduced to additional wire process operations including Flux Core Arc Welding, Metal Core Arc Welding. Various processes will be discussed and practiced through the training process.

PEW 1005 Trade Math (1-2-0 hrs)

3

In this course students will learn to solve mathematical problems directly related to the welding trade. Mathematical operations involving fractions, decimals, geometric formulas, percentages and ratios will be used throughout the course as they pertain to the trade.

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

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)
GRM	6001	Introduction to the Horse (3-3-0 hrs)	3
<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>			
GRM	6003	Training and Racing (2.3-3.6-0 hrs)	3
<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>			
GRM	6004	Work Place Regulation and Safety (0.6-1.3-0 hrs)	3
<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>			
GRM	6005	Personal Development and Employability (3-0-0 hrs)	3
<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>			

GRM	6006	Race Stable and Race Horse Management (3-3-0 hrs)	3
<p>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.</p>			

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

Changes to this Program

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Surface Land Management Diploma



Description

The Olds College Surface Land Management 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)
LND	1004	Alberta Crown Lands (3-0-0 hrs)	3
<p>This course addresses the multiple demands on Alberta's Crown lands and examines the roles different regulatory bodies have in their management. Stakeholder interests are identified and discussed in relation to Crown land developments. In scenarios, learners apply regulatory requirements in the Crown Land application process to secure dispositions for selected industrial activities.</p>			
LND	1003	Energy Fundamentals (3-0-0 hrs)	3
<p>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.</p>			
AGN	1010	Vegetation of Western Canada (3-2-0 hrs)	3
<p>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.</p>			
LND	1009	Land Documents and Compensation (3-0-1 hrs)	3
<p>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</p>			

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.

COM	1020	Workplace Communication (3-0-0 hrs)	3
<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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.</p>			

SEMESTER 2

Course Credits
(Total Credits:15)

AGB	1000	Agricultural Value and Practices (3-0-3 hrs)	3
<p>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.</p>			

LND	1001	Surface Rights & Land Applications (3-0-1 hrs)	3
<p>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.</p>			

Pre-requisite : LND - 1009 :

LND	1010	Beyond Oil and Gas (3-0-0 hrs)	3
<p>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.</p>			

Pre-requisite : LND - 1009 :

LUP	2010	Land Planning & Appraisal (3-0-1 hrs)	3
<p>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 Surface Land Professionals.</p>			

COM	1030	Workplace Professionalism (3-0-0 hrs)	3
<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>			

SEMESTER 3

Course Credits
(Total Credits:15)

WTR	1330	Water Fundamentals (3-2-0 hrs)	3
<p>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.</p>			

GIS	1010	Site Maps & Interpretation (0-6-0 hrs)	3
<p>Surface Land Professionals 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</p>			

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.

LND 2002 Advanced Regulations (3-1.5-0 hrs) 3

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 :

LND 2007 Public Engagement (3-0-1 hrs) 3

The field work for Surface Land Professionals 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 Surface Land Professionals 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 Surface Land Professionals play a critical role in managing information exchange and resolving issues that arise. This course will prepare Surface Land Professionals with the depth of knowledge and skill needed to meet this growing demand.

Pre-requisite : LND - 1009 :

LND 2350 Land Negotiations and Ethics (3-0-2 hrs) 3

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.

SEMESTER 4

Course Credits
(Total Credits:15)

LND 2008 Aboriginal Engagement (3-0-1 hrs) 3

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 Surface Land Professionals may wish to pursue as a full-time career. This course will provide Surface Land Professionals with greater cultural awareness and the historical, political and legal background related to lands impacted by Aboriginal rights.

Pre-requisite : LND - 2007 :

LND 2020 Soils and Reclamation Principles (3-2-0 hrs) 3

This course is an overview of soil formation, soil properties and the distribution of prairie soil resources. Students will be introduced to soil classification, soil fertility and sustainable soil management as it applies to the reclamation of disturbed sites. This course will provide an overview of Alberta's reclamation criteria and current related legislation.

Pre-requisite : AGN - 1010 :and

Pre-requisite : LND - 1003 :

LND 2500 Land Negotiation Simulation (3-0-3 hrs) 3

In this course, learners are expected to manage their negotiations in a professional manner bringing forward their documentation skills and their ethical practices. Negotiation and communication skills are practiced in life-like contexts and may involve negotiating with people from outside the land agent program. Reflecting on their successes and failures as a communicator and a negotiator is an

expectation and an opportunity for growth.

Pre-requisite : AGB - 1000 :

Pre-requisite : LND - 2007 :and

Pre-requisite : LND - 2002 :

LND 2501 Surface Land Professional Preparation (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 :

LND 2600 Land Project Management (3-0-3 hrs) 3

This course prepares learners to tackle large scale projects as a member of a team. Learners will use their previous course knowledge, network of contacts and problem solving skills to complete two full scale industry applications. They will be required to manage their time, use industry software and work as a team member to achieve their goal. Key components of the Project Management Cycle will be applied in real life application scenarios.

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

Changes to this Program

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Effective Date: 09/01/2019 to Present

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Transitional Employment Program Certificate



Description

The Transitional Employment Program graduates will develop and practice employability skills and work towards personal independence.

Program Learning Outcomes

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

1. Demonstrate development of self-awareness.
2. Demonstrate conflict resolution skills.
3. Apply personal and financial management skills.
4. Develop effective communication skills.
5. Prepare personal resume/portfolio.
6. Develop strategies to obtain employment.
7. Demonstrate practical employability skills.
8. Develop basic computer skills.

Requirements:

Term 1 (Summer Semester)

			Course Credits (Total Credits:0)
TEP	1000	Transition to College Life (1-2-0)	0
<p>Students will develop an understanding of expectations and skills required to manage independently in the Transitional Employment Program. This course runs in August. This is a prerequisite to advance in the program.</p>			

Term 2 (Fall Semester)

			Course Credits (Total Credits:0)
TEP	1010	Transition to Workplace (1-2-0)	0
<p>Students will demonstrate skills to increase work effectiveness. Course content will develop personal organization, accountability and basic safety training for the work place.</p> <p>Pre-requisite : TEP - 1000 :</p>			
TEP	1020	Financial Management (1-2-0)	0
<p>Students will work towards independant financial management by developing and maintaining a personal budget.</p> <p>Pre-requisite : TEP - 1000 :</p>			
TEP	1030	Workplace Communications (1-2-0)	0
<p>Students will enhance communication skills.</p> <p>Pre-requisite : TEP - 1000 :</p>			
TEP	1110	Work Experience I (1-2-0)	0
<p>Students will be provided with practical employment skills and hands-on training in suitable employment areas.</p>			

Pre-requisite : TEP - 1000 :

Term 3 (Winter Semester)

			Course Credits (Total Credits:0)
TEP	1040	Consumer Skills (1-2-0) Students will establish skills needed for management of a self-sufficient lifestyle. Pre-requisite : TEP - 1000 :	0
TEP	1050	Transition to Workplace II (1-2-0) Students will examine personal opportunities toward obtaining gainful employment. Pre-requisite : TEP - 1000 :	0
TEP	1060	Workplace Relations (1-2-0) Students will develop skills to build and maintain employment relationships. Pre-requisite : TEP - 1000 :	0
TEP	1120	Work Experience II (1-2-0) Students will develop greater independence in practical hands-on training in suitable employment areas. Pre-requisite : TEP - 1000 : Pre-requisite : TEP - 1110 :	0

Term 4 (Spring Semester)

			Course Credits (Total Credits:0)
TEP	1130	Work Practicum (1-2-0) Students will complete their final work practicum off campus with minimal contact from Olds College staff. Students will perform work place skills independently. Pre-requisite : TEP - 1000 : Pre-requisite : TEP - 1120 :	0

Graduation Requirements

- Completion of all required courses 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

Changes to this Program

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Effective Date: 07/15/2015 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:

TERM 1

			Course Credits (Total Credits:21)
TRF	1000	Succeeding in an Inquiry Based Learning Environment (3-0-0 hrs)	3
Students assemble information, discover processes and apply techniques that prepare them for success in an inquiry based learning environment.			
TRF	1620	Applying Environmental Principles for Pesticide Certification (3-0-0 hrs)	3
Students achieve Federal Pesticide Assistant Certification through implementing safe handling, application and legislation of pesticides.			
TRF	1660	Managing Sustainable Turfgrass Irrigation (3-0-0 hrs)	3
Students discover, design and assemble irrigation components and systems implementing water conservation processes.			
TRF	1210	Managing Turfgrass (3-0-0 hrs)	3
Students discover the fundamental principles of turfgrass management identification, physiology and botany.			
TRF	1730	Discovering Construction Principles (3-0-0 hrs)	3
Students discover and implement fundamental construction and project management techniques.			
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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.			
TRF	1600	Developing Turfgrass Operational Strategies (3-0-0 hrs)	3
Students develop operational strategies utilizing best management practices within the turfgrass industry.			

TERM 2

Course Credits
(Total Credits:9)

TRF	1720	Golf Course Field School I: Assessing Equipment Inventories and Practices (0-6-0 hrs)	3
		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

Changes to this Program

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Effective Date: 05/01/2018 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:

TERM 1

			Course Credits
			(Total Credits:21)
TRF	2420	Managing Agronomic Environments (3-0-0 hrs)	3
Students develop strategies for turf care, related to management of a golf course, using data and observations collected from their field school activities.			
TRF	2620	Procuring Pesticide Certification (3-0-0 hrs)	3
Students investigate preventative and curative applications for turfgrass pest management and achieve full regional pesticide application certification.			
Pre-requisite : TRF - 1620 :			
TRF	2640	Implementing Environmental Systems for Golf Courses (3-0-0 hrs)	3
Students discover the principles of the Audubon Cooperative Sanctuary Program for Golf Courses.			
TRF	2660	Evaluating Irrigation Environmental Efficiencies (3-0-0 hrs)	3
Students assess irrigation environmental impacts through irrigation auditing and central control software.			
Pre-requisite : TRF - 1660 :			
TRF	2730	Applying Golf Course Construction Techniques (3-0-0 hrs)	3
Students discover, develop and implement golf course construction elements.			
Pre-requisite : TRF - 1730 :			
TRF	2740	Evaluating Professional Standards (3-0-0 hrs)	3
Students evaluate frameworks necessary to implement golf course operational standards.			
TRF	2800	Managing Golf Course Soils (3-0-0 hrs)	3
Students assemble information and discover processes that influence sustainable methods in golf course soil management.			

TERM 2 - INTERNSHIP

			Course Credits (Total Credits:9)
TRF	2810	Internship I: Evaluating Golf Course Infrastructure (0-6-0 hrs)	3
		Students develop a plan to assess infrastructure requirements and the roles that infrastructure element has in the golf course system.	
TRF	2820	Internship II: Formulating Ecological System Diversification (0-6-0 hrs)	3
		Students implement technology to assemble and analyse turfgrass facility plant diversification to maintain or change the integrity of the original intent of the planting plan.	
TRF	2830	Internship III: Evaluating Golf Course Environmental Practices (0-6-0 hrs)	3
		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 30 credits from a Certificate program in a 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

Changes to this Program

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Effective Date: 05/01/2018 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:

TERM 1

			Course Credits
			(Total Credits:15)
VMR	1010	Animal Health Systems and Management (3-3-0 hrs)	3
Students will use terminology in veterinary medicine. Students will describe emergency and animal health management principles and procedures.			
VMR	1020	Animal Breeds, Handling and Behavior (3-1-0 hrs)	3
Different breeds and natural behaviors will be studied and students will identify species and breeds of domestic animals. Students will perform safe handling and restraint techniques on domestic animals.			
AHT	1050	Introduction to the Veterinary Profession (3-0-0 hrs)	3
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 examine animal welfare and ethical issues. This course provides students with foundational veterinary medical terminology they will use throughout their career.			
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	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 as well as other documents relevant to their industry. Students will demonstrate strategies and techniques for creating informative and persuasive presentations.			

TERM 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 the use of pharmaceuticals. Students describe nutritional requirements for dogs and cats.

Pre-requisite : VMR - 1010 :

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 :

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 - 1100 :

TERM 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

Changes to this Program

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Effective Date: 07/01/2018 to Present

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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)
AHT	1050	Introduction to the Veterinary Profession (3-0-0 hrs)	3
<p>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 examine animal welfare and ethical issues. This course provides students with foundational veterinary medical terminology they will use throughout their career.</p>			
VTA	6010	Small Animal Restraint and Handling (3-3-0 hrs)	3
<p>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.</p>			
VTA	6020	Principles of Veterinary Clinical Procedures (3-0-0 hrs)	3
<p>Students will describe principles of common small animal surgeries and clinical procedures routinely performed in veterinary practices.</p>			
VTA	6030	Veterinary Equipment and Instrumentation (3-3-0 hrs)	3
<p>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.</p>			
VTA	6040	Veterinary Patient Preparation and Husbandry (3-0-0 hrs)	3
<p>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.</p>			

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

Changes to this Program

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Effective Date: 12/19/2013

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2019-20 PROGRAM DATES, FEES and BOOKS AND SUPPLIES

For CERTIFICATE, DIPLOMA, APPLIED DEGREE programs, OPEN STUDIES and TRANSITIONAL EMPLOYMENT

The College reserves the right to change, amend or alter this information as necessary without notice or prejudice. Please be aware tuition, fees and books are subject to adjustment each year.
 Fees are estimates by program and term, based on a full course load. Actual fees are specific to each student and billed to the My Olds College account approximately one month prior to each term start date.
 Books and supplies are purchased directly by the student, and are not billed to the My Olds College account.

PROGRAM INFORMATION					PAYMENT DEADLINE	TUITION		FEES						BOOKS & SUPPLIES	TOTALS		
PROGRAM	YEAR	TERM	CALENDAR TERM	DATES FOR 2019-2020	LOCATION	PAYMENT DEADLINE BY TERM	TUITION - DOMESTIC	TUITION - INTERNATIONAL	COLLEGE FEES			SAOC FEES			BOOKS & SUPPLIES ESTIMATE	TOTAL - DOMESTIC	TOTAL - INTERNATIONAL
									PROGRAM FEE	ADMIN FEE	REC FEE	SAOC FEE	BUILDING FUND FEE	SS & CE			
Agricultural and Heavy Equipment Certificate Blended	1	1	Summer	Aug 19-30	Olds Campus	Aug 23	\$438.00	\$1,401.60	\$21.75	\$42.49	\$24.81	\$7.14	\$6.87	\$350.00	\$4,000.00	\$4,891.06	\$5,854.66
		2	Fall	Sep 3-Dec 13	Online Sep 3-Nov 15 and Olds Campus Nov 18-Dec 13	Sep 6	\$1,752.00	\$5,606.40	\$87.00		\$99.24					\$1,938.24	\$5,792.64
		3	Winter	Jan 6-Apr 24	Online Jan 6-Mar 27 and Olds Campus Mar 30-Apr 24	Jan 10	\$2,190.00	\$7,008.00	\$108.75		\$124.05				\$200.00	\$2,622.80	\$7,440.80
Agricultural and Heavy Equipment Certificate On-campus*	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$4,000.00	\$6,900.35	\$11,718.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87		\$200.00	\$2,750.35	\$7,568.35
Agricultural and Heavy Equipment Diploma On-campus	2	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$780.00	\$3,680.35	\$8,498.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87		\$290.00	\$2,840.35	\$7,658.35
Agricultural Management	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$700.00	\$3,600.35	\$8,418.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87		\$700.00	\$3,250.35	\$8,068.35
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$700.00	\$3,600.35	\$8,418.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87		\$700.00	\$3,250.35	\$8,068.35
Animal Health Technology (Summer 2018 Intake)	2	5	Fall	Sep 3-Oct 11	Off Campus Directed Field Study	Sep 6	\$438.00	\$1,401.60	\$21.75		\$24.81				\$484.56	\$1,448.16	
Animal Health Technology (Fall 2018 Intake)	2	4	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$656.67	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$500.00	\$4,057.02	\$8,875.02
		5	Winter	Jan 6-Feb 14	Off Campus Directed Field Study	Jan 10	\$438.00	\$1,401.60	\$21.75		\$24.81				\$484.56	\$1,448.16	
Animal Health Technology (Winter 2019 Intake)	1	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$656.67	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$4,057.02
	2	5	Spring	May 4-Jun 12	Off Campus Directed Field Study	May 8	\$438.00	\$1,401.60	\$21.75		\$24.81				\$484.56	\$1,448.16	
Animal Health Technology (Summer 2019 Intake) Term 5 will be billed in the 2020-2021 academic year. Please reference a term 5 above for an estimate.	1	1	Summer	Jul 2-Aug 23	Online	Jul 5	\$876.00	\$2,803.20	\$43.50		\$49.62			\$350.00	\$100.00	\$1,419.12	\$3,346.32
		2	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
		3	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
	2	4	Spring	May 4-Aug 14	Olds Campus	May 8	\$2,190.00	\$7,008.00	\$656.67	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$4,057.02
Animal Health Technology (Fall 2019 Intake) Term 4 and 5 will be billed in the 2020-2021 academic year. Please reference a term 4 and 5 above for an estimate.	1	1	Fall	Oct 21-Dec 13	Online	Oct 25	\$876.00	\$2,803.20	\$43.50		\$49.62			\$350.00	\$100.00	\$1,419.12	\$3,346.32
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
		3	Spring	May 4-Aug 14	Olds Campus	May 8	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
Animal Health Technology (Winter 2020 Intake) Term 3, 4 & 5 will be billed in the 2020-2021 academic year. Please reference a term 3, 4 & 5 above for an estimate.	1	1	Winter	Mar 2-Apr 24	Online	Mar 6	\$876.00	\$2,803.20	\$43.50		\$49.62			\$350.00	\$100.00	\$1,419.12	\$3,346.32
		2	Spring	May 4-Aug 14	Olds Campus	May 8	\$2,628.00	\$8,409.60	\$656.67	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$500.00	\$4,198.72	\$9,980.32
Apparel Technology* Both Majors	1	1	Fall	Sep 3-Dec 13	Fashion Institute at Calgary Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75		\$124.05			\$350.00	\$1,342.00	\$4,114.80	\$8,932.80
		2	Winter	Jan 6-Apr 24	Fashion Institute at Calgary Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75		\$124.05				\$720.50	\$3,143.30	\$7,961.30
<i>Fashion Apparel major</i>	2	3	Fall	Sep 3-Dec 13	Fashion Institute at Calgary Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75		\$124.05			\$350.00	\$605.00	\$3,377.80	\$8,195.80
		4	Winter	Jan 6-Apr 24	Fashion Institute at Calgary Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75		\$124.05				\$803.00	\$3,225.80	\$8,043.80
<i>Costume Cutting and Construction major</i>	2	3	Fall	Sep 3-Dec 13	Fashion Institute at Calgary Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75		\$124.05			\$350.00	\$1,023.00	\$3,795.80	\$8,613.80
		4	Winter	Jan 6-May 13	Fashion Institute at Calgary Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75		\$124.05				\$1,072.50	\$3,495.30	\$8,313.30
Arboriculture Technician	1	1	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$3,400.35	\$8,218.35
BaSC - Agribusiness	3	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,628.00	\$8,409.60	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$350.00	\$500.00	\$3,892.05	\$9,673.65
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$1,752.00	\$5,606.40	\$87.00	\$84.98	\$99.24	\$28.56	\$6.87		\$500.00	\$2,558.65	\$6,413.05
		4	3	DFS	varied dates	Off Campus Directed Field Study	50% upon registration 50% 6 mths after registration	\$3,285.00	\$10,512.00	\$217.50		\$248.10				\$3,750.60	\$10,977.60

2019-20 PROGRAM DATES, FEES and BOOKS AND SUPPLIES

For CERTIFICATE, DIPLOMA, APPLIED DEGREE programs, OPEN STUDIES and TRANSITIONAL EMPLOYMENT

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PROGRAM INFORMATION					PAYMENT DEADLINE	TUITION		FEES						BOOKS & SUPPLIES	TOTALS			
PROGRAM	YEAR	TERM	CALENDAR TERM	DATES FOR 2019-2020	LOCATION	PAYMENT DEADLINE BY TERM	TUITION - DOMESTIC	TUITION - INTERNATIONAL	COLLEGE FEES			SAOC FEES			BOOKS & SUPPLIES ESTIMATE	TOTAL - DOMESTIC	TOTAL - INTERNATIONAL	
									PROGRAM FEE	ADMIN FEE	REC FEE	SAOC FEE	BUILDING FUND FEE	SS & CE				HEALTH DENTAL
BaSC - Golf Course Management	3	1	Fall	Oct 28-Dec 13	Online	Nov 1	\$1,314.00	\$4,204.80		\$65.25			\$74.43		\$350.00	\$250.00	\$2,053.68	\$4,944.48
		2	Winter	Jan 6-May 1	Olds Campus	Jan 10	\$3,066.00	\$9,811.20		\$152.25	\$84.98		\$173.67	\$49.98	\$6.87	\$250.00	\$3,783.75	\$10,528.95
	4	3	DFS	varied dates	Off Campus Directed Field Study	50% upon registration 50% 6 mths after registration	\$3,285.00	\$10,512.00		\$217.50			\$248.10				\$3,750.60	\$10,977.60
BaSC - Horticulture (Fall 2018 Intake)	3	4	Fall	Sep 3-Oct 25	Online	Sep 6	\$438.00	\$1,401.60		\$21.75			\$24.81				\$484.56	\$1,448.16
		4	5	DFS	varied dates	Off Campus Directed Field Study	50% upon registration 50% 6 mths after registration	\$3,285.00	\$10,512.00		\$217.50			\$248.10				\$3,750.60
BaSC- Horticulture (Fall 2019 Intake)	3	1	Fall	Oct 28-Dec 13	Online	Nov 1	\$1,314.00	\$4,204.80		\$65.25			\$74.43		\$350.00	\$250.00	\$2,053.68	\$4,944.48
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98		\$124.05	\$35.70	\$6.87	\$250.00	\$2,800.35	\$7,618.35
		3	Spring	May 4-Jun 26	Online	May 8	\$438.00	\$1,401.60		\$21.75			\$24.81				\$484.56	\$1,448.16
	4	5	DFS	varied dates	Off Campus Directed Field Study	50% upon registration 50% 6 mths after registration	\$3,285.00	\$10,512.00		\$217.50			\$248.10				\$3,750.60	\$10,977.60
Brewmaster and Brewery Operations Management Diploma	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$407.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$3,807.85	\$8,625.85
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$407.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$3,457.85	\$8,275.85
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$407.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$3,807.85	\$8,625.85
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$407.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$500.00	\$2,957.85	\$7,775.85
Business Management Certificate	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,300.35	\$8,118.35
Business Management Diploma - General Management major	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,300.35	\$8,118.35
Business Management diploma - General Management major ABM Cohort	2	3	Fall	Sep 3-Dec 13	Olds Campus	Pre-paid with Deposit	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,300.35	\$8,118.35
Business Management diploma - Sports Management major	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,300.35	\$8,118.35
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,300.35	\$8,118.35
Equine Science	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$207.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$7,690.00	\$10,797.85	\$15,615.85
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$207.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,507.85	\$8,325.85
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$207.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,857.85	\$8,675.85
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$207.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,507.85	\$8,325.85
Equine Reproduction Technician	1	1	Fall	Oct 21-Dec 13	Online	Oct 25	\$876.00	\$2,803.20		\$43.50		\$49.62		\$350.00	\$500.00	\$1,819.12	\$3,746.32	
		2	Winter	Jan 6-Jun 26	Online Jan 6-Feb 28, Olds Campus Mar 16-Jun 26	Jan 10	\$3,504.00	\$11,212.80		\$174.00	\$84.98	\$198.48	\$42.84	\$6.87	\$500.00	\$4,511.17	\$12,219.97	
Exercise Rider and Jockey Training	1	1	Winter	Feb 3-Apr 24	Olds Campus Feb 3-Mar 13, Race Track Mar 16-Apr 24	Feb 7	\$1,017.90	\$3,257.28		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$910.00	\$2,638.25	\$4,877.63
		2	Spring	Apr 27-May 29	Off Campus Practicum													
Farrrier Science	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$82.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$3,375.00	\$6,357.85	\$11,175.85
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$82.50	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$200.00	\$2,832.85	\$7,650.85	
Heavy Equipment Operator (Fall Intake)	1	1	Fall	Sep 3-Nov 22	Ponoka	Sep 6	\$10,990.05	\$35,168.16		\$108.75		\$124.05			\$1,000.00	\$12,222.85	\$36,400.96	
Heavy Equipment Operator (Winter Intake)	1	1	Winter	Mar 9-May 29	Olds	Mar 13	\$10,990.05	\$35,168.16		\$108.75		\$124.05			\$1,000.00	\$12,222.85	\$36,400.96	

2019-20 PROGRAM DATES, FEES and BOOKS AND SUPPLIES

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PROGRAM INFORMATION					PAYMENT DEADLINE	TUITION		FEES						BOOKS & SUPPLIES	TOTALS		
PROGRAM	YEAR	TERM	CALENDAR TERM	DATES FOR 2019-2020	LOCATION	PAYMENT DEADLINE BY TERM	TUITION - DOMESTIC	TUITION - INTERNATIONAL	COLLEGE FEES			SAOC FEES			BOOKS & SUPPLIES ESTIMATE	TOTAL - DOMESTIC	TOTAL - INTERNATIONAL
									PROGRAM FEE	ADMIN FEE	REC FEE	SAOC FEE	BUILDING FUND FEE	SS & CE			
Horticulture Technologist Diploma	1	1	Fall	Oct 1-Dec 13	Olds Campus	Oct 4	\$1,314.00	\$4,204.80	\$65.25	\$84.98	\$74.43	\$21.42	\$6.87	\$350.00	\$750.00	\$2,666.95	\$5,557.75
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,628.00	\$8,409.60	\$130.50	\$84.98	\$148.86	\$42.84	\$6.87	\$400.00	\$3,442.05	\$9,223.65	
		3	Spring	Apr 27-Jun 26	Off Campus Field Studies	May 1	\$438.00	\$1,401.60	\$21.75	\$24.81					\$484.56	\$1,448.16	
	2	1	Summer	Jul 2-Aug 23	Off Campus Field Studies	Jul 6	\$438.00	\$1,401.60	\$21.75	\$24.81					\$484.56	\$1,448.16	
		2	Fall	Sep 3-Dec 13	Off Campus Field Studies Sep 3-Oct 25, Olds Campus Oct 28-Dec 6	Sep 6	\$1,314.00	\$4,204.80	\$65.25	\$42.49	\$74.43	\$14.28	\$6.87	\$350.00	\$400.00	\$2,267.32	\$5,158.12
		3	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,628.00	\$8,409.60	\$130.50	\$84.98	\$148.86	\$35.70	\$6.87	\$400.00	\$3,434.91	\$9,216.51	
Hospitality and Tourism Management (Summer 2018 Intake)	2	5	Fall	Sep 30-Nov 4	Online and Olds Campus	Oct 4	\$438.00	\$1,401.60	\$21.75	\$24.81					\$484.56	\$1,448.16	
Hospitality and Tourism Management (Summer 2019 Intake) Accelerated Program	1	1	Summer	Aug 19-Sep 6	Olds Campus	Aug 23	\$876.00	\$2,803.20	\$700.00	\$43.50	\$42.49	\$49.62	\$14.28	\$6.87	\$350.00	\$2,082.76	\$4,009.96
		2	Fall	Sep 9-Dec 11	Olds Campus	Sep 13	\$3,066.00	\$9,811.20	\$800.00	\$152.25	\$84.98	\$173.67	\$49.98	\$6.87	\$568.00	\$4,901.75	\$11,646.95
	2	3	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$3,504.00	\$11,212.80	\$800.00	\$174.00	\$84.98	\$198.48	\$57.12	\$6.87	\$568.00	\$5,393.45	\$13,102.25
		4	Spring	Apr 27-Sep 25	Off Campus Work Experience	May 1	\$876.00	\$2,803.20	\$43.50	\$49.62					\$969.12	\$2,896.32	
Hospitality and Tourism Management Two year Program	1	1	Summer	Aug 19-Sep 6	Olds Campus	Aug 23	\$876.00	\$2,803.20	\$700.00	\$43.50	\$42.49	\$49.62	\$14.28	\$6.87	\$350.00	\$2,082.76	\$4,009.96
		2	Fall	Sep 9-Dec 11	Olds Campus	Sep 13	\$2,190.00	\$7,008.00	\$800.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$568.00	\$3,918.35	\$8,736.35
		3	Winter	Jan 27-Apr 24	Olds Campus	Jan 31	\$1,752.00	\$5,606.40	\$800.00	\$87.00	\$84.98	\$99.24	\$28.56	\$6.87	\$568.00	\$3,426.65	\$7,281.05
	2	4	Summer	Aug 19-Sep 6	Olds Campus	Aug 23	\$438.00	\$1,401.60	\$21.75	\$42.49	\$24.81	\$7.14	\$6.87	\$350.00	\$891.06	\$1,854.66	
		5	Fall	Sep 9-Dec 6	Olds Campus	Sep 13	\$1,314.00	\$4,204.80	\$65.25	\$84.98	\$74.43	\$21.42	\$6.87	\$568.00	\$2,134.95	\$5,025.75	
		6	Winter	Jan 6-Apr 1	Olds Campus	Jan 10	\$1,314.00	\$4,204.80	\$65.25	\$84.98	\$74.43	\$21.42	\$6.87	\$568.00	\$2,134.95	\$5,025.75	
		7	Spring	Apr 27-Sep 25	Off Campus Work Experience	May 1	\$876.00	\$2,803.20	\$43.50	\$49.62					\$969.12	\$2,896.32	
Land and Water Resources	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$412.00	\$3,312.35	\$8,130.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$412.00	\$2,962.35	\$7,780.35	
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$412.00	\$3,312.35	\$8,130.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$412.00	\$2,962.35	\$7,780.35	
Meat Processing (Fall Intake)	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$600.00	\$3,500.35	\$8,318.35
Meat Processing (Winter Intake)	1	1	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$600.00	\$3,500.35	\$8,318.35
Meat Processing (Spring Intake)	1	1	Spring	May 4-Aug 14	Olds Campus	May 8	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$600.00	\$3,500.35	\$8,318.35
Open Studies (based on 5 course course-load)	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		1	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
Post-Diploma Certificate (dates and fees may vary depending on course selection)	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$750.00	\$3,650.35	\$8,468.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$750.00	\$3,300.35	\$8,118.35	
Pre-Employment Heavy Equipment Technician (Fall intake)	1	1	Fall	Sep 3-Nov 22	Olds Campus	50% Jul 23, 50% Sep 6	\$5,034.60	\$16,110.72	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$290.00	\$5,684.95	\$16,761.07	
Pre-Employment Heavy Equipment Technician (Winter Intake)	1	1	Winter	Mar 2-May 22	Olds Campus	50% Jan 19, 50% Mar 6	\$5,034.60	\$16,110.72	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$290.00	\$5,684.95	\$16,761.07	
Pre-Employment Motorcycle Mechanic	1	1	Winter	Jan 6-Mar 27	Olds Campus	50% Nov 25, 50% Jan 10	\$5,583.90	\$17,868.48	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$320.00	\$6,264.25	\$18,548.83	
Pre-Employment Welder (Fall Intake)	1	1	Fall	Sep 23-Dec 13	Olds Campus	50% Aug 12, 50% Sep 27	\$6,017.10	\$19,254.72	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$290.00	\$6,667.45	\$19,905.07	
Pre-Employment Welder (Winter Intake)	1	1	Winter	Mar 2-May 22	Olds Campus	50% Jan 19, 50% Mar 6	\$6,017.10	\$19,254.72	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$290.00	\$6,667.45	\$19,905.07	
Race Horse Groom Training	1	1	Winter	Feb 3-Apr 24	Olds Campus Feb 3-Mar 13, Race Track Mar 16-Apr 24	Feb 8	\$712.50	\$2,280.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$417.50	\$1,840.35	\$3,407.85
		2	Spring	Apr 27-May 15	Off Campus Practicum												
Surface Land Management	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$450.00	\$3,350.35	\$8,168.35
		2	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$450.00	\$3,000.35	\$7,818.35	
	2	3	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$350.00	\$450.00	\$3,350.35	\$8,168.35
		4	Winter	Jan 6-Apr 24	Olds Campus	Jan 10	\$2,190.00	\$7,008.00	\$108.75	\$84.98	\$124.05	\$35.70	\$6.87	\$450.00	\$3,000.35	\$7,818.35	

2019-20 PROGRAM DATES, FEES and BOOKS AND SUPPLIES

For CERTIFICATE, DIPLOMA, APPLIED DEGREE programs, OPEN STUDIES and TRANSITIONAL EMPLOYMENT

The College reserves the right to change, amend or alter this information as necessary without notice or prejudice. Please be aware tuition, fees and books are subject to adjustment each year. Fees are estimates by program and term, based on a full course load. Actual fees are specific to each student and billed to the My Olds College account approximately one month prior to each term start date. Books and supplies are purchased directly by the student, and are not billed to the My Olds College account.

PROGRAM INFORMATION					PAYMENT DEADLINE	TUITION		FEES						BOOKS & SUPPLIES ESTIMATE	TOTALS			
PROGRAM	YEAR	TERM	CALENDAR TERM	DATES FOR 2019-2020		LOCATION	TUITION - DOMESTIC	TUITION - INTERNATIONAL	PROGRAM FEE	ADMIN FEE	REC FEE	SAOC FEE	BUILDING FUND FEE		SS & CE	HEALTH DENTAL	TOTAL - DOMESTIC	TOTAL - INTERNATIONAL
Transitional Employment Program	1	1	Summer	Aug 19-Sep 6	Olds Campus	Aug 23	\$1,044.51	\$3,342.43	\$290.45	\$21.75	\$42.49	\$24.81	\$7.14	\$6.87	\$350.00	\$225.00	\$2,013.02	\$4,310.94
		2	Fall	Sept 9-Dec 6	Olds Campus	Sep 13	\$4,178.04	\$13,369.73		\$87.00	\$84.98	\$99.24	\$28.56	\$6.87			\$4,484.69	\$13,676.38
		3	Winter	Jan 6-Jun 26	Olds Campus Jan 6-Apr 3, Off Campus Practicum Apr 14-Jun 26	Jan 10	\$5,222.55	\$16,712.16		\$108.75	\$84.98	\$124.05	\$28.56	\$6.87		\$225.00	\$5,800.76	\$17,290.37
Turfgrass Management certificate	1	1	Winter	Jan 6-May 1	Olds Campus	Jan 10	\$3,066.00	\$9,811.20		\$152.25	\$84.98	\$173.67	\$42.84	\$6.87	\$350.00	\$400.00	\$4,276.61	\$11,021.81
		2	Spring	May 11-Oct 25	Off Campus Field Schools	May 15	\$1,314.00	\$4,204.80		\$65.25		\$74.43					\$1,453.68	\$4,344.48
Turfgrass Management diploma	2	3	Winter	Jan 6-May 1	Olds Campus	Jan 10	\$3,066.00	\$9,811.20		\$152.25	\$84.98	\$173.67	\$42.84	\$6.87	\$350.00	\$400.00	\$4,276.61	\$11,021.81
		4	Spring	May 11-Oct 25	Off Campus Internships	May 15	\$1,314.00	\$4,204.80		\$65.25		\$74.43					\$1,453.68	\$4,344.48
Veterinary Medical Receptionist Blended	1	1	Fall	Sep 3-Dec 13	Online	Sep 6	\$1,752.00	\$5,606.40		\$87.00		\$99.24			\$350.00	\$600.00	\$2,888.24	\$6,742.64
		2	Winter	Jan 6-July 10	Online Jan 6-Jun 12, Olds campus Jun 1-5, Practicum Jun 15-Jul 10	Jan 10	\$2,628.00	\$8,409.60		\$130.50		\$148.86				\$200.00	\$3,107.36	\$8,888.96
Veterinary Medical Receptionist On-campus	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 6	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$28.56	\$6.87	\$350.00	\$600.00	\$3,493.21	\$8,311.21
		2	Winter	Jan 6-May 31	Olds Campus Jan 6-Apr 24, Off Campus Practicum May 4-May 31	Jan 10	\$2,190.00	\$7,008.00		\$108.75	\$84.98	\$124.05	\$35.70	\$6.87		\$200.00	\$2,750.35	\$7,568.35
Veterinary Technical Assistant	1	1	Fall	Sep 3-Dec 13	Olds Campus	Sep 7	\$2,190.00	\$7,008.00	\$400.00	\$108.75	\$84.98	\$124.05	\$28.56	\$6.87	\$350.00	\$400.00	\$3,693.21	\$8,511.21

TUITION RATES	DOMESTIC	INTERNATIONAL
Tuition - Applied Degree Directed Field Study Courses	\$109.50/credit	\$350.40/credit
Tuition - Exercise Rider and Jockey Courses	\$67.86/credit	\$217.15/credit
Tuition - Heavy Equipment Operator Courses	\$732.67/credit	\$2344.54/credit
Tuition - Pre-Employment Heavy Equipment Technician Courses	\$335.64/credit	\$1078.05/credit
Tuition - Pre-Employment Motorcycle Mechanic Courses	\$372.26/credit	\$1191.23/credit
Tuition - Pre-Employment Welder Courses	\$401.14/credit	\$1283.65/credit
Tuition - Race Horse Groom Training Courses	\$47.50/credit	\$152.00/credit
Tuition - Transitional Employment Program Courses	\$348.17/credit	\$1114.14/credit
Tuition - Apprenticeship	\$784.00/period	
Tuition - Audit	Regular Course Tuition Fees	
Tuition - Other Programs	\$146.00/credit	\$467.20/credit

ADDITIONAL FEES	
Application Fee (Domestic applicant)	\$78.75
Application Fee (International applicant)	\$157.50
Challenge Exam Administration Fee (per 3 credit course)	\$75.00
Challenge Exam Course Fee	50% of tuition fee
Late Payment Fee	\$200.00
NSF/Returned Cheque Fee	\$50.00
Parclement Replacement Fee	\$60.00
Payment Plan Administration Fee	\$150.00
Prior Learning Assessment and Recognition Admin Fee (per 3 credits)	\$75.00
Prior Learning Assessment and Recognition Course Fee	50% of tuition fee
Replacement ID Card Fee	\$20.00
Transfer Credit (per 3 credit course)	\$75.00

INTERNATIONAL COHORT FEES	
Apparel Technology Bootcamp	\$775
Apparel Technology Sewing Kit	\$655
Apparel Technology External Cohort Marketing, Promotion and Administration Fee	\$2,000

Agricultural and Heavy Equipment Bootcamp	\$450
Agricultural and Heavy Equipment Tool Kit	\$4,000
Agricultural and Heavy Equipment External Cohort Marketing, Promotion and Administration Fee	\$2,000

International Tuition Rate:

Please note the international tuition rate of 2.5x domestic rate will be grandfathered (for one year only) for students that continue in the same diploma program, and for students that enter a ladder diploma from the corresponding certificate.

You will see the international tuition and international total columns have been adjusted accordingly.

APPRENTICESHIP PERIOD DATES and FEE SCHEDULE 2019-2020

NOTES:

The College reserves the right to change, amend or alter this information as necessary without notice or prejudice. Please be aware tuition, fees and books are subject to adjustment each year.

Fees below are estimates. Actual fees are due and payable upon registration for each period of training.

Books and supplies are purchased directly by the student, and are not billed to the student account.

CANCELLATION and WITHDRAWAL:

A cancellation of registration up to and including 10 days prior to the period will result in a full refund minus a \$150 cancellation fee.

A cancellation of registration within 10 days prior to the period, or withdrawing once the period has started, will result in no refund of tuition and fees.

PROGRAM INFORMATION				TUITION and FEES				SAOC FEES			BOOKS & SUPPLIES	TOTAL
PROGRAM	PERIOD	CALENDAR TERM	DATES FOR 2019-20	TUITION	PROGRAM FEE	ADMIN FEE	REC FEE	SAOC FEE	BUILDING FUND FEE	SS&CE	BOOKS & SUPPLIES ESTIMATE	TOTAL
Agricultural Equipment Technician	1	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	2	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	3	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	4	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
Heavy Equipment Technician	1	Summer	Aug 26-Oct 18	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Mar 2-Apr 24	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	2	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	3	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	4	Summer	Aug 26-Oct 18	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Mar 2-Apr 24	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
Landscape Horticulturist	1	Fall	Sep 30-Nov 22	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Feb 3-Mar 27	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	2	Fall	Sep 30-Nov 22	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Feb 3-Mar 27	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	3	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	4	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
Welder	1	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	2	Summer	Aug 26-Oct 18	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Jan 6-Feb 28	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
	3	Fall	Oct 21-Dec 13	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56
		Winter	Mar 2-Apr 24	\$784.00	\$67.00	\$58.00	\$42.49	\$66.16	\$19.04	\$6.87	\$290.00	\$1,333.56

ADDITIONAL FEES

Late Payment Fee	\$200.00
NSF/Returned Cheque Fee	\$50.00
Replacement ID Card Fee	\$20.00

DEFINITIONS

Tuition - Fees Olds College has been authorized to collect by the Provincial Government under the Post-Secondary Learning Act [Sec. 61(1)] for the use of instruction in courses that are part of programs approved by Alberta Advanced Education (AAE) under the Program of Study Regulation (AR 91/2009).

Program Fee - Fees Olds College collects to cover the costs of materials and supplies that facilitate instruction in a program that are not included in tuition.

Admin Fee - Collected for purposes of offering services to students. These services include but are not limited to tutoring, transcripts, parchments, convocation ceremony, ID cards, printing services, and information technology services and maintenance.

Rec Fee - This fee is charged to students at the Olds campus for the purpose of providing recreation opportunities and facilities.

SAOC Fee - The SAOC fee is used to support a variety of student-focused services and initiatives such as student advocacy, health and wellness events, scholarships, The Crossing Restaurant & Pub, The Food Pantry, Club activities and day to day operations.

Building Fund Fee - This building fund fee is held until such a time as it is needed. It is used for the maintenance and upkeep of campus buildings as well as a contribution to the construction of new buildings in the future.

SS & CE Fee - The Student Services and Community Engagement (SS&CE) fee is dedicated towards a volunteer honorarium program to engage students with the surrounding community.

Health Dental - This fee is not charged to apprenticeship programs. Students in apprenticeship may enroll in this plan by contacting the SAOC Student Benefits Plan Office.

CALENDAR OF IMPORTANT DATES 2019-2020

Add a course:

- A course may be added up to and including 6% through the course. The add date is specific to each course based on the course dates. Adding a course will result in additional fees

Drop a course:

- A course dropped up to and including 12% through the course will not be recorded on the student transcript, will not impact the Grade Point Average (GPA), and will result in a refund.
 - A course dropped 13 to 50% through the course will be recorded on the student transcript with a grade of 'W', will not impact the Grade Point Average (GPA), and will result in no refund.
 - A course dropped after 50% through the course will be recorded on the student transcript with a grade of 'F', will impact the Grade Point Average (GPA), and will result in no refund.

SUMMER 2019

July 1	Canada Day	College Closed
July 2 to August 30	Summer Term	
August 5	Civic Holiday	College Closed
August 12 to 16	AHT Final Exam Period for Spring Terms 2 and 3	

FALL 2019

September 2	Labour Day	College Closed
September 3 to December 13	Fall Term	
October 14	Thanksgiving	College Closed
November 11	Remembrance Day	College Closed
December 9 to 13	Final Exam Period for Fall 15-week courses	
December 16 to January 3	Student Christmas Break	

WINTER 2020

January 1	New Year's Day	College Closed
January 6 to April 24	Winter Term	
February 17	Family Day	College Closed
February 18 to 21	Reading Week Break (not observed by Turfgrass Mgmt, Applied Degree Golf Course Mgmt, Apprenticeship, Pre-Employment, Hospitality and Tourism Mgmt, Meat Processing, Veterinary Medical Receptionist Online programs)	
April 10	Good Friday	College Closed
April 13	Easter Monday	College Closed
April 20 to 24	Final Exam Period for Winter 15-week courses	

SPRING 2020

April 27 to June 26	Spring Term	
May 18	Victoria Day	College Closed
June 6	Convocation Ceremony	

POLICY

CATEGORY	B. Financial and Administrative	
SUBJECT	Student Fees	
POLICY NUMBER	B12	
CROSS REFERENCE	Public Post-secondary Institutions' Tuition Fee Regulation Apprenticeship and Industry Training Act B27 Tuition Waiver – International Student Athletes D20 Graduation and Convocation Policy D27 Granting of Credit Policy D37 Student Fee Consultation	
ADMINISTRATIVE SERVICES COMMITTEE		ACADEMIC COUNCIL
March 19, 2018		
POLICY STATEMENT		
The purpose of the policy is to ensure fees are charged and refunded in a consistent manner, and in compliance with any regulatory requirements.		
GUIDELINES		
<p>Mandatory Instructional Fees: The Olds College Board of Governors approves the mandatory instructional fees (tuition and program fees) for programs approved in the Provider & Program Registry System (PAPRS) maintained by Alberta Advanced Education (AAE). These fees are established in accordance with the Public Post-secondary Institutions' Tuition Fees Regulation and policy D37 Student Fee Consultation. Annual updating of these fees is the responsibility of the Registrar in consultation with the Vice President responsible for Academics.</p> <p>Apprenticeship mandatory instructional fees (tuition and program fees) and annual increases, are set in accordance with the Apprenticeship and Industry Training Act, the Public Post-secondary Institutions' Tuition Fees Regulation and policy D37 Student Fee Consultation.</p> <p>Mandatory instructional fees for programs and courses not included in PAPRS, off-campus programs, and courses provided under a third party contract are set and maintained by the Manager, Continuing Education.</p> <p>Universal Mandatory Non-instruction Fees (MNIF's): Universal Mandatory Non-instructional Fees (MNIF's) are recommended by the Registrar in consultation with the Vice President responsible for Academics and approved set by the Board of Governors in accordance with policy D37 Student Fee Consultation. MNIF's are charged only to programs approved in PAPRS.</p> <p>Students' Association of Olds College (SAOC) Fees: Students' Association of Olds College (SAOC) fees are recommended and approved by the SAOC Executive. SAOC fees are charged only to programs approved in PAPRS.</p> <p>Optional Fees: Optional Fees are recommended by the Registrar in consultation with the Vice President Corporate Services and approved at Administrative Services Committee. Optional fees are charged as the specific service is utilized, and must be paid at the time of usage.</p> <p>Olds College reserves the right to place a hold on a student account and withhold any and all college services (including, but not limited to: application for admission, final grades, transcripts, parchments, campus services, etc.) until all indebtedness has been rectified. Indebtedness includes any monies owed to Olds College as well as any property owned by Olds College and not returned or left in satisfactory condition.</p> <p>Students are responsible for withdrawing from a course and/or program they no longer wish to attend.</p> <p>Any student withdrawn for behavioral reasons shall be ineligible for a refund.</p>		
IMPLEMENTATION AND ADMINISTRATIVE RESPONSIBILITY		
VICE PRESIDENT Responsible for:	Academics	
REVIEW PERIOD:	3 Years	

PROCEDURE

SUBJECT AND POLICY NUMBER:	B12 Student Fees
VICE PRESIDENT Sign Off Date:	March 19, 2018

PART A: PROVIDER & PROGRAM REGISTRY SYSTEM (PAPRS) APPROVED PROGRAMS (EXCLUDING APPRENTICESHIP)

The Office of the Registrar will produce a Fee Schedule of student tuition and fees, SAOC fees, and estimated books and supplies. This will be produced by May 1 of each year for the following academic year.

REGISTRATION AND FEE PAYMENT

1. The Office of the Registrar is responsible for registration of students into courses and charging of fees.
2. The Registrar sets the fee deadline for instructional, mandatory non-instructional, SAOC, meal plan and housing fees.
 - a. Fees are billed per term, specific to each program.
 - b. Fees are due per term, on or before the first Friday of the term for the program.
 - c. Fees applied to students' accounts after the fee deadline, are due immediately.
3. The fee deadline is published on the Olds College website.
4. Payment options are available on the Olds College website. Payment plans and deferred payment requests are reviewed by the Office of the Registrar on an individual basis.
5. Students are responsible to refer to their My Olds College account for fee and registration information.
6. Students are responsible for full payment of fees by the deadline. A fee deferral may be approved on an individual basis pending proof of third party sponsorship (i.e. student loans, awards, RESP's, etc.)
7. International students will be assessed tuition fees equal to two and one-half times (250%) those assessed for Canadian Citizens, Landed Immigrants or Permanent Residents.
8. Instructors will review the class list available through Web for Faculty within the add period of each class. The instructor will advise any student not on the class list to contact the Office of the Registrar to inquire about registering for the course.

UNPAID FEES

1. A \$200.00 late payment fee and a financial hold will be applied to overdue student accounts on the business day following the fee deadline (or 3 business days for fees applied after the deadline) for any outstanding fees.
 - a. The Office of the Registrar will communicate the late payment fee charge and subsequent consequence to the impacted students.
 - b. The Office of the Registrar will work with the Chair to contact students with outstanding fees.
2. A students' course registration, and residence contract (if applicable), will be cancelled by noon on the second Friday following the program start date (or 10 business days for fees applied after the deadline) for any outstanding balance.
 - a. Office of the Registrar will notify the student, Chair and residence (if applicable) of the cancelled registrations.
 - b. The Office of the Registrar will work with the Chair to ensure Instructors are notified and students are removed from their classes.
 - c. The Office of the Registrar will work with CHOC to ensure the student is removed from residence.
3. If the student account is paid in full, reinstatement of registration will be reviewed on an individual basis.
4. Financial holds will be removed from the student account once all fees are paid.
5. Residence ancillary fees, library fines and parking tickets will result in a financial hold on the student account, but will not result in a late payment fee charge, or cancellation of registration or residence.
6. Overdue accounts will be sent to a collection agency.
7. Account write offs and overdue accounts sent to the collection agency are approved by the Registrar in consultation with the Director, Business Services.

ADDING OR DROPPING COURSES, WITHDRAWAL AND REFUNDS

1. Once registered in a course, it is the students' responsibility to drop the course if they wish to no longer attend.
2. The deadline to add a course is up to and including 6% through the course.
3. The deadline to drop a course with a refund is up to and including 12% through the course.
4. The deadline to drop a course with a grade of 'W' and no refund is 13% to 50% through the course.
5. A course dropped after 50% through the course will result in a grade of 'F' and no refund of fees.
6. If withdrawing from a program, a notice of withdrawal must be submitted to the Office of the Registrar and will be effective based on the submission date. Non-attendance, NSF cheques, stop payment on a cheque or credit card and non-compliance with a fee deferral arrangement or payment plan does not constitute notice of withdrawal. The program tuition deposit is non-refundable.
7. Withdrawal for compassionate reasons will be considered on an individual basis. The student must submit their request, including the reason with any supporting documentation and desired outcome, in writing to the Registrar who will make the final decision.
8. In the case of a refund, if the student received any form of government, sponsorship, or support funding, the funding organization will be refunded first. Any remaining funds will then be sent to the student.

PROGRAM CANCELLATIONS

1. The decision to cancel a program must be made by the Registrar conjunction with the Dean and communicated to students at least 8 weeks prior to the start of the program. All fees are refunded including the application fee and tuition deposit.
2. If the student received any form of government, sponsorship, or support funding, the funding organization will be refunded first. Any remaining funds will then be sent to the student.

PART B: CONTINUING EDUCATION (NOT APPROVED BY PAPRS) (*)

FEE PAYMENT

1. All fees must be paid in full at the time of registration.
2. Registrations are processed on a first come first served basis
3. Payment options are available on the Olds College website.

REFUNDS

1. A student who withdraws from a program or a course three or more business days prior to the start of the course will receive a 100% refund of all fees minus the cancellation fee as set by the Manager, Continuing Education.
2. A student who withdraws from a program or a course within three business days prior to the start of the course will receive no refund of fees.
3. In the case of a refund, if the student received any form of government, sponsorship, or support fundings, the funding organization will be refunded first. Any remaining funds will then be sent to the student.
4. Withdrawal for extenuating circumstances or compassionate reasons will be considered on an individual basis. The student must submit their request, including the reason for the request and any supporting documentation, to the Manager, Continuing Education, who will make the final decision.

CANCELLATIONS

1. The decision to cancel a course or program that is 5 days or less in length must be made and communicated to students at least 5 days prior to the start date of the first class.
2. The decision to cancel a course or program that is more than 5 days in length must be made and communicated to students at least 2 weeks prior to the start date of the first class.
3. If the student received any form of government, sponsorship, or support funding, the funding organization will be refunded first. Any remaining funds will then be sent to the student.

* Excludes courses and/or programs undertaken in partnership with other institutions such as Prairie Horticulture Certificate. These courses or programs will comply with the fee policies jointly agreed to by the participating institutions. If there is no jointly agreed fee policy, then the Olds College Fee Policy applies.

PART C: APPRENTICESHIP PROGRAMS

REGISTRATION AND FEE PAYMENT

1. Applications for registration will be processed on a first come, first served basis.
2. Applications for registrations will not be processed if there are outstanding fees or library holds on the student's account. The hold must be cleared prior to registration.
3. All mandatory instructional fees, mandatory non-instructional fees and SAOC fees must be paid in full upon registration.
4. All other remaining fees, including but not limited to parking, residence and meal plans, must be paid in full on or before the first day of class.
5. Payment options are available on the Olds College website.
6. On the first day of class the instructors will take attendance based on the class list available through Web for Faculty. This is done to ensure students attending the course have paid and registered for the course. The instructor will advise any student not on the list to contact the Office of the Registrar.

CANCELLATIONS, WITHDRAWALS AND REFUNDS

1. A cancellation of registration up to and including 10 days prior to the technical training will result in a full refund minus a \$150 cancellation fee.
2. A cancellation of registration within 10 days prior to the technical training will result in no refund of mandatory instructional fees, mandatory non-instructional fees and SAOC fees.
3. Withdrawal once the training has started will result in no refund of mandatory instructional fees, mandatory non-instructional fees and SAOC fees. In the case of a refund, if the student received any form of government, sponsorship, or support funding, the funding organization will be refunded first. Any remaining funds will then be sent to the student.
4. Withdrawal for compassionate reasons will be considered on an individual basis. The student must submit their request, including the reason with any supporting documentation and desired outcome, in writing to the Registrar who, after consultation with the Chair will make the final decision.

TECHNICAL TRAINING CANCELLATIONS

1. The decision to cancel a period of technical training must be made by the Chair and communicated to students at least 4 weeks prior to the start date of the first class.
2. If the student received any form of government, sponsorship, or support funding, the funding organization will be refunded first. Any remaining funds will then be sent to the student.