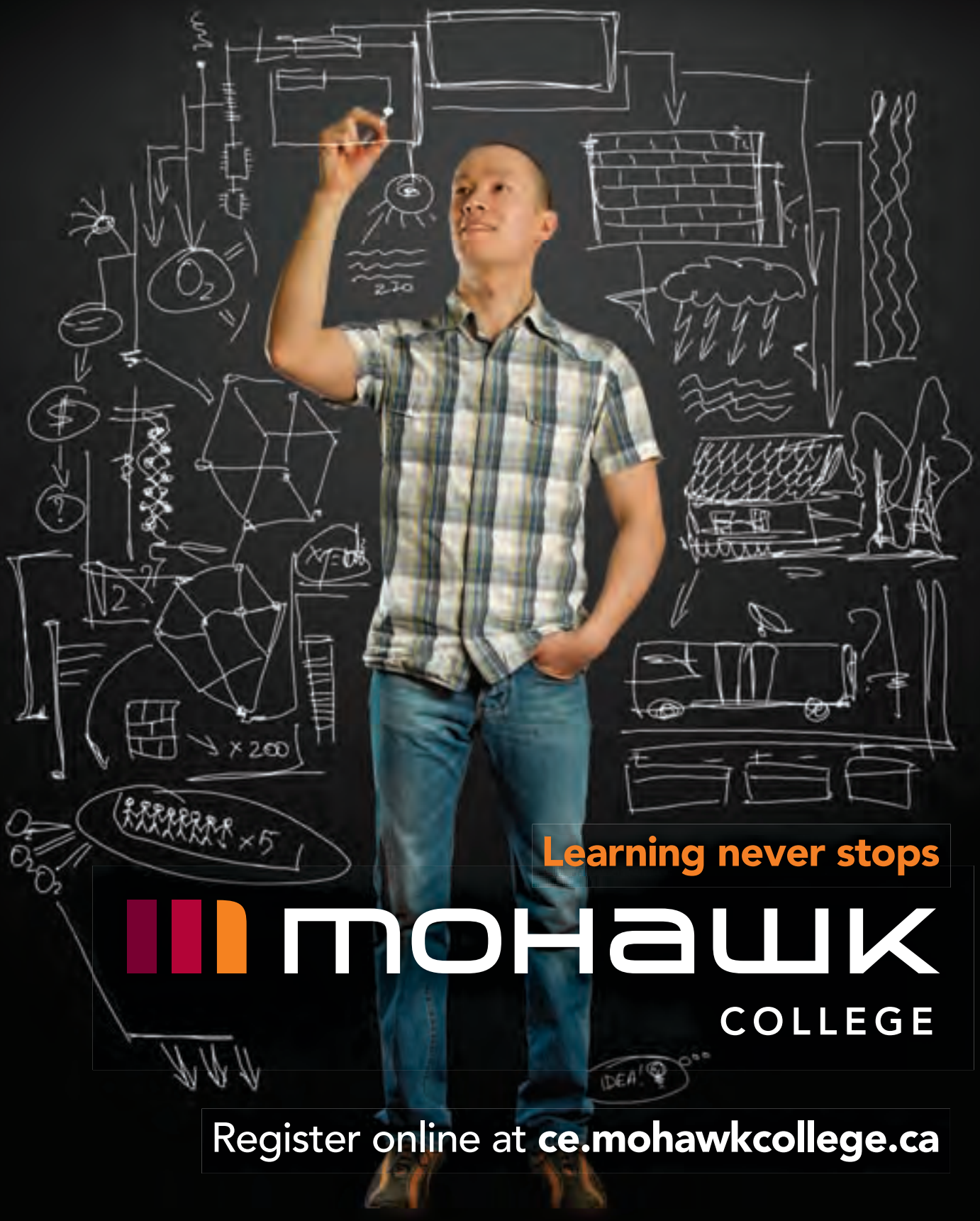
Continuing Education & Online Learning

SPRING / SUMMER 2013



Learning never stops

mohawk COLLEGE

Register online at **ce.mohawkcollege.ca**

MCACES
MOHAWK COLLEGE ASSOCIATION OF CONTINUING EDUCATION STUDENTS

mcaces.ca

Our mission is to provide direction and services to enhance and enrich the lifelong learning of all Continuing Education Students at Mohawk College.

Take advantage of our services and programs

Continuing Education Students are members of MCACES and are invited to utilize the following services:

- Referral to College programs and services
- Bursaries information and applications
- Orientation weeks and special events
- Computer, fax and print services
- Legal and debt counselling
- Group auto and home insurance
- Food Share
- Consignment tickets

Need counselling?

Continuing Education students may access free counselling services Monday to Friday from 9:00 a.m. to 4:30 p.m. with extended hours Tuesdays and Thursdays until 7:00 p.m.

Call 905-575-2211 or 519-759-7200 for additional information or to arrange an appointment. E-mail **counselling@mohawkcollege.ca**.

Find help at our Resource Centres

Fennell Campus, Room F114
Brantford Campus, Room B101
IAHS Campus, Room 105
STARRT Institute, Room A121

Phone: 905-575-2176
Web: **mcaces.ca**
Email: **mcaces@mohawkcollege.ca**

MCACES is governed by a volunteer Board of Directors of Continuing Education Students.

Professional Development Program – helping you with career growth

Employment Advisement

Current and recent continuing education students at Mohawk College have access to a variety of Employment Advisement services including:

Résumé Critiquing

Your résumé is one of the most important elements of your job search. Have your résumé critiqued in person or online.

Interview Preparation

An interview strategies appointment can assist you with understanding the interview process and answer any questions you may have. Learn how to answer tough interview questions and feel more prepared.

Portfolio Assistance

Learn how to start collecting information to present in a professional manner, or find out how you can create a portfolio using documentation you already have.

Workshop Series

MCACES provides our students with training and development opportunities that build on classroom experience. A variety of sessions are held at our Fennell Campus MCACES Resource Centre.

For more information or to book an appointment, please contact us at 905-575-2176 or visit **mcaces.ca**. Extended and online hours are available.

Employment Advisement Blog

Learn tips and tricks from Career Consultant Student bloggers who have an in depth knowledge of the work search process. Access MCACESblogs at **mcacesblogs.wordpress.com**.

Join MCACES on Facebook!

Our FAN PAGE includes:

- Event information
- Programs and services
- Blogs, photos...and more!

Connect with us at facebook.com/mcaces

Online Learning
Online learning provides you with the opportunity to learn online, anywhere, and at your convenience. Read more on page 127.

Quick Reference Guide

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General Education / Social Sciences 47
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Welcome to Mohawk!

Dear Lifelong Learners:

Like you, Continuing Education continues for us at Mohawk. Our instructors are continuously improving the programs we offer to meet the needs of our students and the markets we serve. Technology moves forward, best practices get better, new equipment comes into play… and we ensure that our students are ready to meet these changes in the workplace. You can count on the Continuing Education programs at Mohawk to prepare, upgrade or retrain for any opportunity.

We have improved the format of our catalogue this year. We have provided you a more efficient, user friendly way to share the vast number of programs we offer.

Within the pages of our catalogue, you will discover dozens of courses in Technology, Healthcare, Business, and much more. We are sure you will find exciting options in your areas of interest.

Continuing Education is a vibrant part of the Mohawk community. We think you will find we are the perfect place to hone up on business skills; learn (and master) a new technology; or, perhaps, embark upon a completely different career.

Have a good look through the book. It can take you places.

Welcome to Mohawk!

Cheryl Jensen
Vice President, Academic

We've redesigned our catalogue — tell us what you think for a chance to win a $100 Visa gift card.
Complete the survey online by March 31st, 2013 at **ce.mohawkcollege.ca/feedback**.

Connect with Continuing Education staff and students online with MCACES
Find the latest program, service and event information by joining our active social media community. Just search MCACES on Facebook, LinkedIn and Twitter.

Certificates and Diplomas

Have a look through our many program options. You can see the credential the program offers, and the way you'll learn: Online, in-class, or a mix of both.

CERTIFICATE OR DIPLOMA	DELIVERY			CREDENTIAL	PAGE #
	ONLINE	CLASSROOM	MIX OF ONLINE & CLASSROOM		
BUSINESS					
ACCOUNTING AND FINANCIAL					
Financial Planning	•			MCC	17
Integrated Accounting			•	MCC	18
BUSINESS DIPLOMAS					
Business - Accounting			•	OCD	19
Business - Marketing			•	OCD	19
Business (General)			•	OCD	19
Business Administration			•	OCAD	19
BUSINESS STUDIES					
Business Studies	•			MCC	21
Industrial Relations			•	MCC	22
International Business Management	•			OCGC	22
Small Business and Entrepreneurship	•			OCC	23
COMPUTERS					
Business Computer Applications			•	MCC	24
Webmaster			•	MCC	27
LEADERSHIP AND MANAGEMENT					
Human Resources			•	MCC	28
Industrial Distribution Leadership	•			MCC	29
Management Studies		•		MCC	30
Manufacturing Leadership	•			MCC	31
OFFICE SKILLS					
Medical Transcription			•	MCC	32
Office Administration - General			•	OCC	33
Veterinary Office Management	•			MCC	34
Ward Clerk	•			MCC	35
CREATIVE AND VISUAL ARTS / INTERDISCIPLINARY STUDIES					
AESTHETICS/COSMETICS					
Aesthetics		•		MCC	37
Applied Cosmetics		•		MCC	37
Make-Up Artistry		•		MCC	38
Nail Technician		•		MCC	38
DESIGN SKILLS					
Floral Techniques - Basic		•		MCC	40
Interior Decorating		•		MCC	41
Upholstery-Furniture		•		MCC	42
DRESSMAKING/FASHION/SEWING					
Dressmaking		•		MCC	42
Fashion Design		•		MCC	43
HOSPITALITY					
Professional Bartending		•		MCC	54
LABOUR STUDIES					
Labour Studies		•		OCC	54
Labour Studies in Occupational Health and Safety		•		MCC	55
Workplace Insurance and Disability Prevention Leadership		•		MCC	55
LANGUAGES & COMMUNICATIONS					
Certificate of Competence in the French Language			•	MCC	56
Writing for Publication			•	MCC	60
LIBRARY/RECORDS MANAGEMENT					
Library and Information Technician	•			OCD	61
Records and Information Management	•			OCC	63
SPECIALIZED PROFESSIONAL PROGRAMS					
Career Consultant		•		OCGC	63
Condominium Management (ACMO)	•			MCC	64
Teaching the Adult Learner	•			MCC	65
VISUAL AND PERFORMING ARTS					
Performing Arts		•		MCC	65
Visual Arts - Advanced			•	MCC	66
Visual Arts - Foundation			•	MCC	66
Visual Arts - Intermediate			•	MCC	66
ENGINEERING TECHNOLOGY AND SKILLED TRADES					
BUILDING AND CONSTRUCTION SCIENCES					
Building Environmental Systems		•		MCC	72
Construction Estimating		•		MCC	72
Geographic Information Systems	•			MCC	73
Heating, Refrigeration and Air Conditioning Technician		•		OCC	74
Home Inspection	•			MCC	75
Residential Design & Construction		•		MCC	75
COMPUTER SCIENCES & INFORMATION TECHNOLOGY					
AutoCAD Design		•		MCC	77
Computer Science - Level 1		•		MCC	77
Computer Science - Software Engineering Specialist		•		MCC	78
Microcomputer Engineering Hardware		•		MCC	78
Microcomputer Engineering Software		•		MCC	78
Network Specialist		•		MCC	79
Server & Network Support		•		MCC	79
ELECTRICAL					
Electrical Fundamentals		•		MCC	79
Electronic Fundamentals		•		MCC	79
Human Machine Interfacing		•		MCC	80
Industrial Drives		•		MCC	80
Programmable Logic Controllers		•		MCC	80

CREDENTIALS: **MCC** - Mohawk College Certificate, **MMIC** - Special Joint Mohawk/Michener Institute Certificate, **OCD** - Ontario College Diploma

Mohawk College has been instrumental in helping us design a program that would prepare our next generation of leaders within the industrial distribution sector. Our company has benefited greatly from the programs Mohawk College has assisted us with. We have seen tremendous value from the our employees who have graduated from the **Industrial Leadership Development Program**. Looking forward to continuing our partnership.

TED CHISHOLM, *DIRECTOR OF GLOBAL BUSINESS PROCESS, BDI WORLDWIDE*

CERTIFICATE OR DIPLOMA	DELIVERY			CREDENTIAL	PAGE #
	ONLINE	CLASSROOM	MIX OF ONLINE & CLASSROOM		
ENVIRONMENTAL					
Environmental Engineering		•		MCC	81
Fire Safety		•		MCC	81
Occupational Health and Safety Management			•	MCC	82
GARDENING					
Horticulture Plant Identification		•		MCC	83
Landscape Design		•		MCC	83
MANUFACTURING AND MECHANICAL					
CNC Programming		•		MCC	84
Fluid Power		•		MCC	84
Industrial Engineering Certificate - Level 1		•		MCC	85
Industrial Lubrication		•		MCC	85
Industrial Mechanic (Millwright)		•			85
Machine Tool Operator		•		MCC	85
Maintenance Mechanic Fundamentals		•		MCC	86
Quality Assurance - Level 1		•		MCC	86
Welder Operator		•		MCC	86
HEALTH SCIENCES					
ALLIED HEALTH					
Bridging Program for Medical Laboratory Technology			•	OCD	92
Medical Laboratory Technician			•	MMIC	92
GERONTOLOGY					
Dementia Studies - Multidiscipline			•	OCGC	94
Gerontology - Multidiscipline			•	OCGC	94
Working with Dementia Clients - Multidiscipline			•	OCGC	94
Working with the Aged - Multidiscipline			•	OCGC	95
NURSING					
Bridging for Internationally Educated Nurses			•	OCC	95
Oncology Nursing	•			OCGC	97
Perioperative Nursing			•	OCGC	98
Registered Nurse - Critical Care Nursing	•			OCGC	98
Registered Nurse - First Assistant			•	OCGC	99
Registered Nurse - Nephrology Nursing			•	OCGC	99
Registered Nurse - Occupational Health Nursing	•			OCGC	99
Registered Nurse - Perinatal Nursing High Risk Obstetrics or Neonatal		•		OCGC	100
Registered Nurse Refresher			•	OCGC	101
Registered Nurse/Registered Practical Nurse Mental Health			•	OCGC	102
Registered Practical Nurse - Maternal Newborn Nursing	•			OCGC	103
Registered Practical Nurse Refresher			•	OCGC	103
OTHER (HEALTH SCIENCES)					
Diabetes Education	•			OCGC	105
Disability Management		•		OCGC	105
Food Services	•			OCC	106
Medical Device Reprocessing (MDR)			•	MCC	108
Palliative Care	•			OCC	108
Palliative Care for Personal Support Workers		•		OCC	108
Personal Support Worker			•	OCC	109
Psychosocial Rehabilitation	•			OCGC	109
HUMAN SERVICES / JUSTICE AND WELLNESS STUDIES					
COMMUNITY LEADERSHIP					
Event Planning Techniques			•	OCGC	111
Fundraising/Development Associate		•		MCC	111
Leadership and Management in the Not-for-Profit Sector		•		MCC	111
Volunteer Management			•	MCC	112
Workplace Leadership		•		MCC	112
HELPING PROFESSIONS					
Concepts in Bereavement Support		•		OCC	113
Counselling Techniques		•		MCC	114
Social Service Worker			•	OCD	114
Therapeutic Recreation			•	MCC	114
WORKING WITH CHILDREN & YOUTH					
Autism and Behavioural Science	•			OCGC	117
Child & Youth Worker			•	OCAD	118
Early Childhood Education			•	OCD	119
Early Childhood Education - Leadership and Administration			•	MCC	120
Early Childhood Education Resource Teacher		•		OCGC	120
Educational Assistant	•			OCD	120
MEDIA AND ENTERTAINMENT					
MUSIC					
Music		•		MCC	122
PHOTOGRAPHY					
Photography Certificates - Applied		•		MCC	124
Photography Certificates - Art		•		MCC	124

..looking for just one course? **Flip the page for a complete list of all courses offered this term...**

OCAD - Ontario College Advanced Diploma, **OCGC** - Ontario College Graduate Certificate – refer to page 129 for definitions

Courses

Our selection of courses offered in the Spring/Summer term can be found below. Find what interests you, and hop to the page number listed to get course details.

COURSE NAME	COURSE CODE	DELIVERY			PAGE #
		ONLINE	CLASSROOM	BLENDED	
BUSINESS					
ACCOUNTING AND FINANCIAL					
AccPac - Accounts Payable	INFOBW390	•			18
AccPac - Accounts Receivable	INFOBW290	•	•		18
AccPac - General Ledger	INFOBW190	•	•		18
AccPac - Payroll	INFOBW590	•			18
AccPac Order Entry - Level 1	INFOBW490	•			18
AccPac Order Entry - Level 2	INFOBW492	•			18
Applied Accounting-Bookkeeping 1	ACCTBZ018	•	•		16
Applied Accounting-Bookkeeping 2	ACCTBZ019	•	•		16
Applied Accounting-Bookkeeping 3	ACCTBZ020	•	•		16
Auditing I	ACCT10026	•			16
Auditing II	ACCT10027	•			16
Business Finance I	ACCT10028	•			17
Business Finance II	ACCT10029	•			17
Cost and Managerial Accounting I	ACCT10024	•			17
Cost and Managerial Accounting II	ACCT10025	•			17
Cost Management	ACCT10017	•			16
English 1	COMM10256	•			17
Financial Environment	FINCFP011	•			17
Intermediate Accounting I	ACCT10021	•			17
Intermediate Accounting II	ACCT10022	•			17
Intermediate Accounting III	ACCT10023	•			17
Investment Planning	FINCFP013	•			17
Life and Death Issues of Financial Planning	FINCFP012	•			17
Management Information Systems	INFO10160	•			17
Payroll Administration	ACCTBU192	•			16
QuickBooks	INFO10159	•	•		18
Retirement Planning And Case Studies	FINCFP014	•			17
Simply Accounting	INFO10087	•	•		18
Taxation I	ACCT10019	•			16
BUSINESS DIPLOMAS					
Accounting 1	ACCTCB101		•		19
Accounting 2 - Financial	ACCT10014		•		19
Accounting 3 - Financial Accounting Applications	ACCT10009		•		19
Accounting 4 - Contemporary Accounting Issues	ACCT10010		•		19
Accounting 4 - Financial Reporting	ACCT10011		•		19
Advertising & Sales Promotion	ADVR10039	•			19
Applied Accounting Systems	ACCTAC410		•		19
Applied Marketing Research	MRKT10030	•			19
Business Finance 2	BUSNBA440		•		19
Business Law	BUSNCB436		•		19
Business Mathematics Of Finance	MATH10037	•	•		20

COURSE NAME	COURSE CODE	DELIVERY			PAGE #
		ONLINE	CLASSROOM	BLENDED	
Business Statistics	MATHMA305		•		20
Business Writing and Reporting	COMM10065		•		20
Computer Applications For Business	INFO10048		•		20
Cost & Managerial Accounting 1	ACCTAC336		•		20
Cost & Managerial Accounting 2	ACCTAC436		•		20
Entrepreneurship Fundamentals	SBMGBU395	•			20
Financial Statement Concepts	ACCT10005		•		20
Information Systems Management	INFOBA635		•		20
Macroeconomics	ECONEB222		•		20
Marketing 1	MRKTCB158		•		20
Marketing 2	MRKTMK351		•		20
Microeconomics	ECONEB122		•		20
Principles of Purchasing	BUSN10101	•			20
Principles of Sales	BUSN10021	•			20
BUSINESS STUDIES					
Accounting - Introductory I	ACCTMCS01	•			21
Accounting - Introductory II	ACCTMCS02	•			21
Business Law - Introductory	LAWSMCS05	•			21
Business Research and Writing Skills	SBMG10019	•			23
Computer Skills for Small Business	COMP10134	•			23
Computer Skills for Small Business Advanced	COMP10135	•			23
Corporate Procedures	LAWSSELC6	•			22
Effective Supervision - Human Relations	MGMTMD221	•			20
Global Supply Chain Management	BUSNIB102(SA)	•			22
How to Start a Small Business	SBMGMD249	•			20
International Market Entry Strategies	BUSNIB101(SA)	•			22
Intro To Small Business And Entrepreneurship	SBMGSB101	•			23
Introduction to Legal Office Practice and Procedures	OADM10009	•			22
Introduction To Macroeconomics	ECON10002	•			21
Landlord & Tenant Law	LAWS10064	•			22
Leadership in a Team Environment	MGMT10096	•			21
Legal Terminology	LAWS10005	•			23
Management Operations	MGMTMCS07	•			21
Management Principles	MGMTMCS06	•			21
Managing The Small Business	SBMG10013	•			23
Marketing - Advanced	MRKT10018	•			21
Marketing Digitally	MRKT10037	•			21
Marketing on the World Wide Web	MRKT10026	•			21
Marketing Principles	MRKTMCS08	•			21
Microeconomics - Introductory	ECONMCS03	•			21
Operations And Legal Issues	SBMGSB202	•			23
Provincial Offences/Motor Vehicle Offences	LAWS10076	•			23

COURSE NAME	COURSE CODE	DELIVERY			PAGE #
		ONLINE	CLASSROOM	BLENDED	
Quantitative Methods 1	BUSN10045	•			22
Selling For Success	MRKT10025	•			22
Small Business Bookkeeping	ACCTMD103	•			21
Small Business Marketing Skills	SBMG10000	•			23
Small Business-Financial Management	MGMTSB102	•			23
Supervisory Skills for Small Business	SBMG10017	•			23
The Generic Business Plan	SBMG10018	•			23
COMPUTERS					
A+ Essentials - Operation System Software	COMP10121	•			26
A+ Essentials-Hardware	COMP10108	•			26
Access - Expert	COMP10141	•			24
Access Core	INFO10081	•	•		24
Adobe Acrobat	COMP10104	•			25
Adobe Photoshop Elements	INFO10069	•			27
Advanced QuickBooks	INFO10142	•			25
Android Application Development	COMP10147	•			25
Blackberry Application Development	COMP10146	•			25
Cisco Certified Network Associate 1 - Networking Fundamentals	INFO10057	•			25
Cisco Certified Network Associate 2 - Intro to Routing	COMP10055	•			25
Cisco Certified Network Associate 3 - Routing and Switching	COMP10117	•			25
Cisco Certified Network Associate 4 - Wide Area Networking	COMP10118	•			25
Computer Basics with Windows 7, Word and Excel	INFO10156	•	•		24
Computer Skills For College	COMPCO002	•			26
Desktop Publishing (Word)	INFO10178	•			25
Dreamweaver	INFO10111		•		27
Dreamweaver (Webpage Authoring)	COMP10138	•			27
Excel Core	INFO10078	•	•		24
Excel Expert	INFO10079	•	•		24
Fireworks (Adobe)	INFO10152	•	•		27
FLASH - an Introduction	COMP10144	•			27
Flash Animation	INFO10150		•		27
Flash Games	INFO10171	•	•		27
Fundamentals of UNIX	COMP10024	•			25
Generic Computer Training	COMPCO001	•			26
HTML Intermediate	COMP10107	•			26
HTML Introduction	COMP10106	•			26
Introduction to C# Programming	COMP10116	•			26
Introduction To Micro Computers	COMPCO165	•			26
iPhone Application Development	COMP10151	•			25
Java - Intermediate	COMP10036	•			26
Java - Introduction	COMP10035	•			26
JavaScript	COMP10137	•			27
Microsoft Office 365	COMP10145	•			26
MS-Office 2007	INFO10095	•			26
MySQL Databases	COMP10149	•			26
PERL Introduction	COMP10139	•			27
Photoshop (Adobe)	INFO10149	•			28
PowerPoint	INFO10082	•	•		24
Programming in C	COMP10122	•			26

COURSE NAME	COURSE CODE	DELIVERY			PAGE #
		ONLINE	CLASSROOM	BLENDED	
Publisher Core	INFO10157	•			24
Visio Essentials	INFO10174	•			25
Web Design Basics	INFO10144		•		27
Web Design for Mobile Apps	COMP10150	•			26
Web Page Design	INFO10110		•		27
Web Scripting with PHP	INFO10112		•		28
Word Core	INFO10077	•	•		25
Word Expert	INFO10080	•	•		25
Workshop For Windows	INFOBW001		•		24
XML	INFO10145		•		28
LEADERSHIP AND MANAGEMENT					
Basics Of Supply Chain Management	BUSNSPC15		•		28
Benefits Administration	BUSN10059	•			29
Coaching And Developing People	MGMTCMA03(SA)	•			31
Communications (LDS)	COMM10217		•		30
Compensation and Benefits	HRESPIR11	•	•		29
Continuous Improvement Process	QUALCMA06(SA)	•			31
Creative and Critical Thinking (LDS)	COMM10216	•			30
Developing Effective Teams	MGMTCMA04(SA)	•			31
Dispute Resolution	HMNS10093	•			29
Employment Law (LDS)	LAWS10090	•	•		30
Employment Standards and Human Rights Law	MGMTBU497		•		31
Finance And Accounting	ACCTPIR23	•	•		29
Financial Management (Retirement Care) Communities/Long Term	FINC10008	•			32
Food Nutrition & Hospitality Management for Retirement	HLTH10109	•			32
HR and Labour Relations in Retirement Communities Management	HRES10020	•			32
Human Relations (LDS)	HRES10019		•		30
Human Resource Management Studies	MGMTBPC01	•	•		29
Human Resources Planning and Staffing	HRESPIR17	•			29
Introduction To Industrial Relations	LABRPIR08 (E)	•			29
Introduction to Project Management	HRES10013	•			31
Leadership and Effective Communication in Industrial Distribution	MGMT10069	•			30
Managerial Communications	MGMTBPC02		•		31
Managing by Due Diligence	MGMTBU471		•		31
Managing Change (LDS)	MGMT10102		•		30
Managing Customer C.A.R.E.	MGMT10112		•		31
Managing Workplace Law	BUSNBU491		•		31
New Supervisor Competencies	MGMT10111		•		31
Occupational Health & Safety	SAFEPIR21	•			29
Operational Overview in Long-term Care	HLTH10110	•			32
Organizational Behaviour and Administration	BUSNPIR22 (E)	•			29
Performance Management (LDS)	MGMT10100	•	•		30
Personnel Research Techniques and HRIS	HRES10017	•			29
Principles of Manufacturing Management (FMM)	BUSNSPC13		•		28
Project Management (LDS)	MGMT10099	•			30
Project Management Scheduling Software	INFO10105	•			32
Recruitment And Selection	HRESPIR20	•	•		29
Resident Centred Care	HLTH10108	•			32
Sales and Marketing in Long Term Care Management	BUSN10093	•			32

COURSE NAME	COURSE CODE	DELIVERY			PAGE #
		ONLINE	CLASSROOM	BLENDED	
Staff Training and Development	BUSNPIR16	•			29
Supervisory Skills for Business and Industry	MGMTCMA02(SA)	•			31
The Business of Tomorrow	BUSN10047(SA)	•			31
The Legalities of Hiring and Firing	MGMT10016		•		31
OFFICE SKILLS					
Administrative Office Procedures	OADM10015			•	33
Animal Husbandry II	HLTH10071	•			34
Basic Animal Husbandry	HLTH10062	•			34
Basic Veterinary Pharmacology	HSCI10135	•			35
Basic Word Applications	OADMOA116			•	33
Building and Maintaining Customer Relationships	BUSN10034	•			35
Comprehending Medical Terms and Diagnoses	HSCI10003	•			35
Dental Terminology	COMM10168	•			34
Digital Transcription	OADMOA261		•		33
Essentials in Health Records Management	MGMT10039	•			34
Information Management	INFO10021			•	33
Intermediate Word Applications	INFO10162			•	33
Keyboarding	KEYB10008		•		33
Keyboarding - Beginners	KEYBSEZ30		•		33
Medical Conditions for Medical Office Professionals	HSCI10002	•			35
Medical Keyboarding	KEYB10005	•			34
Medical OHIP Billing	OADM10010	•			34
Medical Terminology 1	OADMOA323		•		33
Medical Terminology 2	OADMOA324		•		33
Medical Terminology II - Pronunciation	HSCI10157	•			35
Medical Transcribing 3	OADMOA552	•			33
Medical Transcribing 4	OADMOA652	•			33
Medical Transcription 1	OADMOA352		•		33
Medical Transcription 2	OADMOA452		•		33
Pharmacology for the Medical Office	HSCI10024	•			35
Professional Development	PERS10014		•		32
Styles and Practices of Medical Transcription	HSCI10152	•			34
Understanding Medical Tests for Medical Office Staff	HSCI10025	•			35
Understanding Surgical Procedures for Medical Office Staff	HSCI10026	•			35
Veterinary Anaesthesia	VETR10000	•			35
Veterinary Lab Procedures	HLTH10098	•			34
Veterinary Office Skills & Procedures	OADM10013	•			34
Veterinary Surgical Procedures	HSCI10138	•			35
Veterinary Terminology	COMM10107	•			34
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Business

CERTIFICATES, DIPLOMAS AND COURSES

Read more at
ce.mohawkcollege.ca/business

Climb the corporate ladder. Learn to stand out.

The rate at which business evolves seems to be ever increasing. New practices, new technology and new markets all add up to a new reality. Whether you need to upgrade your skills for a promotion, better fulfill your job's demands, or get reacquainted with business as usual, The McKeil School of Business at Mohawk College offers workshops, courses, certificates and diplomas to help you achieve your goals. We offer flexible options that will fit your busy schedule, with courses available online, in-class or a mix of both. So, login or sit in, but don't miss out.

Let's talk business

Innovation centres in Hamilton help companies turn their ideas into commercial success stories.*

Credit where credit is due

You may qualify for credits that can be awarded for skills and knowledge acquired in other courses, or in your personal work experience. See page 129 for details about Prior Learning Assessment and Recognition (PLAR).

Ready for your Certificate or Diploma? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

*www.investinhamilton.ca/why-hamilton/top-ten-reasons/

Certificate and Diploma Options — Page

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Small Business and Entrepreneurship

Learn the skills to realize your goal of becoming self-employed!

ACCOUNTING AND FINANCIAL

Applied Accounting - Bookkeeping

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 3 courses

Benefit from a self-study format that allows you to work at your own pace and complete more than one level per term if you choose. You must purchase textbooks and correlated workbooks, available through the College bookstores.

Questions?

Call: 905-575-2358 or 905-575-2192 (press 2)
Email: cebus@mohawkcollege.ca or cathie.duncan@mohawkcollege.ca
Web: ce.mohawkcollege.ca/appacct

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Program of Studies

Mandatory Courses:		Hours
ACCTBZ018	Applied Accounting-Bookkeeping 1	36
ACCTBZ019	Applied Accounting-Bookkeeping 2	36
ACCTBZ020	Applied Accounting-Bookkeeping 3	36

These courses can be used towards the Integrated Accounting Certificate.

Applied Accounting-Bookkeeping 1 — ACCTBZ018

Explore the basics of bookkeeping including: journals, ledgers, worksheets, and financial statements.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22197	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
21248		Apr16	Jul9			Online	$251.28
22202	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64
21235		May16	Aug8			Online	$251.28

Applied Accounting-Bookkeeping 2 — ACCTBZ019

Develop additional skills with emphasis on merchandise business transactions, inventory valuation, special journals, internal control, payroll, receivables, and bank reconciliations. Prerequisite: Applied Accounting-Bookkeeping 1 (ACCTBZ018).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22199	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
21249		Apr16	Jul9			Online	$251.28
22203	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64
21236		May16	Aug8			Online	$251.28

Applied Accounting-Bookkeeping 3 — ACCTBZ020

Further enhance your bookkeeping skills. Topics include partnerships, corporations, capital assets, bonds, and financial analysis. Prerequisite: Applied Accounting-Bookkeeping 2 (ACCTBZ019).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22200	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
21250		Apr16	Jul9			Online	$251.28
22204	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64
21237		May16	Aug8			Online	$251.28

Canadian Institute of Bookkeeping

Prepare for greater financial and job security as a Certified Bookkeeper. Three years practical experience is required before qualifying for certification. Program graduates are governed by a Code of Ethics.

Questions?

Call: 416-925-9420 (CIB)
Email: info@cibcb.com
Web: www.cibcb.com

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: ce.mohawkcollege.ca/CIB

Program of Studies

- Refer to our website to view Mohawk equivalencies to C.I.B. courses.

Cost Management — ACCT10017

Examine preparation and use of managerial cost accounting data in planning, controlling and decision-making in manufacturing and service operations. Consider new and traditional costing systems, budgeting, and basic differential analysis. Equivalent to Canadian Institute of Bookkeeping CIB331 and Management Accounting (ACCTCB203). Prerequisite: Accounting - Introductory I (ACCTMCS01). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21363		May10	Aug16			Online (OL)	$346.16

Payroll Administration — ACCTBU192

Examine maintaining payroll records, salaried, hourly, commission and contract workers; taxable benefits, statutory and other deductions; preparation of journal entries; Record of Employment preparation; T4s and T4 Summary preparation; Workers' Compensation; Employment Standards; and Computerized Payroll. Prerequisite: Accounting - Introductory I (ACCTMCS01) or Accounting 1 (ACCTCB101) or Grade of 65% or better required to receive CIB credit. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21102		Jul2	Oct8			Online (OL)	$346.16

Taxation I — ACCT10019

Gain an understanding of income taxation in Canada with a focus on employment income, business income, income from property or investments and capital gains. Learn to complete personal tax returns manually and using a software application. This course is not for MAC users. Equivalent to Canadian Institute of Bookkeeping CIB332 and Tax Practice-Option (BUSNBA609). Prerequisites: Accounting - Introductory II (ACCTMCS02). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21386		May10	Aug16			Online (OL)	$367.10

CGA Equivalency Courses

The following courses can be used as credits with the Certified General Accountants of Ontario. A grade of 70% is required in each equivalent course to obtain transfer credit.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca/cga

Program of Studies

- For transfer credit information refer to www.cga-ontario.org

Auditing I — ACCT10026

Concentrate on the fundamentals of external audits. Focus on the purpose of audits; reporting, professional standards and ethics; legal liability; audit evidence and documentation; planning and analysis; materiality and risk; and internal control. Prerequisite: Intermediate Accounting II (ACCT10022). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21411		May10	Aug16			Online (OL)	$346.16

Auditing II — ACCT10027

Further develop auditing skills with in-depth study of internal controls. Learn to audit sales, acquisitions, payroll, inventory and cash balances and related income statements and balance sheets. Prerequisite: Auditing I (ACCT10026). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21412		May10	Aug16			Online (OL)	$384.95

Advanced Accounting — ACCT10032
Gain an understanding of some complex topics in accounting for leases, pensions, EPS, and accounting changes. Prerequisite: ACCT10023. 42 hours.
29005 May10 Aug16 Online (OL) $346.16

Business Finance I — ACCT10028

Develop broad understanding of financial management including financial statement analysis, valuation of cash flows, risk and return and capital budgeting. Draw on theory learned in previous study to enhance financial decision-making skills. Prerequisite: Intermediate Accounting II (ACCT10022). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21413		May10	Aug16			Online (OL)	$346.16

Business Finance II — ACCT10029

Continue study of business finance. Examine capital markets in Canada, investment underwriting, debt and lease financing, common and preferred stock financing, dividend policy and retained earnings, derivatives, convertibles, warrants, and mergers. Prerequisite: Business Finance I (ACCT10028). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21414		May10	Aug16			Online (OL)	$304.28

Cost and Managerial Accounting I — ACCT10024

Examine the basics of managerial accounting. Topics include elements of a job costing system, application of cost-volume-profit analysis, application of relevant costs to special decisions and their fit with preparation of master budgets. Equivalent to Cost and Management Accounting 1 (ACCTAC336). Prerequisites: Accounting - Introductory I (ACCTMCS01) or Finance and Accounting (ACCTPIR23). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21408		May10	Aug16			Online (OL)	$384.80

Cost and Managerial Accounting II — ACCT10025

Learn to handle fixed manufacturing overhead on income statements, and approaches for measuring performance. Topics include allocating costs for service departments and joint processes, pricing, quality costs, and analyzing cost behaviour. Equivalent to: Cost and Managerial Accounting 2 (ACCTAC436). Prerequisite: Cost and Managerial Accounting I (ACCT10024). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21409		May10	Aug16			Online (OL)	$384.80

English 1 — COMM10256

Focus on effective communication in the workplace. Practice writing, speaking, reading, listening, locating and documenting information, and using technology to communicate professionally. Microphone is required. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21404		May10	Aug16			Online (OL)	$367.10

Intermediate Accounting I — ACCT10021

Develop the skills needed to prepare and interpret financial statements. Focus on accounting for partnerships, corporations, long-term debt, the statement of cash flows, and financial statement analysis. Prerequisite: Accounting - Introductory II (ACCTMCS02). 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21405		May10	Aug16			Online (OL)	$432.00

Intermediate Accounting II — ACCT10022

Gain understanding of financial reporting. Topics include accounting concepts, income statement and balance sheet presentation, statement of cash flows, reporting and valuation of cash, receivables, inventories and temporary investments. Prerequisite: Intermediate Accounting I (ACCT10021). 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21415		May10	Aug16			Online (OL)	$432.00

Intermediate Accounting III — ACCT10023

You will gain an understanding of some complex topics in accounting. Topics include: Leases, Pensions, Income Taxes, Accounting Changes and Error Corrections. Prerequisite: Intermediate Accounting II (ACCT10022). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21407		May10	Aug16			Online (OL)	$346.16

Management Information Systems — INFO10160

Examine the use of information systems to support executive decision making. MS Access will be used to provide illustration and practice in database concepts including data storage and retrieval and auditing controls. Equivalent to Information Systems Management (INFOBA635). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21410		May10	Aug16			Online (OL)	$346.16

Financial Planning Certificate (185)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses

CERTIFIED FINANCIAL PLANNER (CFP) is an internationally recognized professional designation administered by the Financial Planners Standards Council (FPSC). This program allows you to qualify for the accreditation exams of the FPSC. Upon successful completion of the course material, you may write the CFP Accreditation exams. Students applying the courses for qualification for the FPSC PE1 Exam must attain a grade of 60% or greater. **These courses are not suitable for someone taking them for their own personal financial planning.**

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or dennis-m.cheredar@mohawkcollege.ca
Web: ce.mohawkcollege.ca/financialplanning

Program of Studies

Mandatory Courses:		Hours
FINCFP011	Financial Environment	45
FINCFP012	Life and Death Issues of Financial Planning	45
FINCFP013	Investment Planning	45
FINCFP014	Retirement Issues and Case Studies	45

Financial Environment — FINCFP011

Focus on personal financial planning and personal tax issues and strategies. Examine the time value of money, setting financial goals, and budgeting. Not suitable for your own personal financial planning.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21200		May10	Aug16			Online (OL)	$585.59

Life and Death Issues of Financial Planning — FINCFP012

Analyze estate planning strategies, with attention to risk of property and liability losses, insurance, wills, powers of attorney, family law, trusts and tax and legal considerations. Not suitable for your own personal financial planning.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21238		May10	Aug16			Online (OL)	$585.59

Investment Planning — FINCFP013

Explore concepts and theories regarding capital markets with emphasis on securities, operation of securities markets, modern portfolio theory, Canadian financial markets, investor objectives and balancing risk and return. Not suitable for your own personal financial planning.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21230		May10	Aug16			Online (OL)	$585.59

Retirement Planning And Case Studies — FINCFP014

Discuss key retirement planning issues including ensuring adequate retirement income, private and employer-sponsored pension plans, tax issues and accessing retirement savings. THIS COURSE MUST BE TAKEN LAST. Prerequisites: FINCFP011, FINCFP012 and FINCFP013.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21201		May10	Aug16			Online (OL)	$585.59

Integrated Accounting Certificate (099)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses
Enhance your understanding of computerized accounting and its effect on accounting practice.

Questions?
Call: 905-575-2358 or 905-575-2256 (press 2)
Email: cebus@mohawkcollege.ca or peggy.daniel@mohawkcollege.ca
Web: ce.mohawkcollege.ca/integratedacct

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements
- If you do not have an adequate level of computer literacy upon entry to the program, you are strongly urged to complete Workshop for Windows (INFOBW001) before beginning any course.
- Familiarity with basic accounting concepts is also recommended.

Program of Studies

Mandatory Courses:		Hours
ACCTBZ018	Applied Accounting-Bookkeeping 1	36
ACCTBZ019	Applied Accounting-Bookkeeping 2	36
ACCTBZ020	Applied Accounting-Bookkeeping 3	36
INFO10087	Simply Accounting	36
INFOBW190	AccPac-General Ledger	18
INFOBW390	AccPac-Accounts Payable	18
Options - Choose 2:		
INFO10078	Excel Core	36
INFO10079	Excel Expert	36
INFO10081	Access Core	36
INFO10159	Quickbooks	36
INFOBW290	AccPac-Accounts Receivable	18
INFOBW490	AccPac-Order Entry Level 1	18
INFOBW492	AccPac-Order Entry Level 2	18
INFOBW590	AccPac-Payroll	18

Software Versions:
- AccPac 5.6, QuickBooks Premier 2012, Simply Accounting 2012 Pro
- Software is included with textbook purchase.
- Software is not compatible with a Mac computer.

Some courses are offered under other Certificates. Please refer to the index.

AccPac - General Ledger — INFOBW190

Focus on the creation of a company and a chart of accounts, entering transactions, and producing financial reports. Software is included with the text. Prerequisite: knowledge of basic accounting and Windows.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22109	TU	Apr16	May21	6:30-9:30	6	Classroom (FF)	$139.32
21141		May10	Aug16			Online (OL)	$178.64

AccPac - Accounts Receivable — INFOBW290

Focus on ledger setup, adding customer accounts, daily transaction processing, reports and periodic processing. Software is included with text. Prerequisite: AccPac - General Ledger (INFOBW190).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21246		May10	Aug16			Online (OL)	$178.64
22119	TU	May28	Jul2	6:30-9:30	6	Classroom (FF)	$139.32

AccPac - Accounts Payable — INFOBW390

Examine ledger set up, adding vendor accounts, daily transaction processing, reports and periodic processing. Software is included with the text. Prerequisite: AccPac - General Ledger (INFOBW190).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21247		May10	Aug16			Online (OL)	$178.64

AccPac - Payroll — INFOBW590

Learn to prepare payroll data and process payroll transactions. Software is included with the text. Prerequisites: AccPac-General Ledger (INFOBW190), AccPac-Accounts Receivable (INFOBW290) and AccPac-Accounts Payable (INFOBW390).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21234		May10	Aug16			Online (OL)	$178.64

AccPac Order Entry - Level 1 — INFOBW490

Learn to set up Inventory Control, Purchase Orders and Order Entry modules. Topics include requisitions, receipts and invoices. Software is included with the text. Prerequisites: AccPac - General Ledger (INFOBW190), AccPac - Accounts Receivable (INFOBW290) and AccPac - Accounts Payable (INFOBW390).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21232		May10	Aug16			Online (OL)	$178.64

AccPac Order Entry - Level 2 — INFOBW492

Learn to enter and work with quotations, orders, invoices, requisitions, Pos, receipts, inventory, shipments and adjustments. Software is included with the text. Prerequisite: AccPac Order Entry - Level 1 (INFOBW490).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21233		May10	Aug16			Online (OL)	$178.64

QuickBooks — INFO10159

Discover QuickBooks for your small to mid-size business needs. Topics include vendors, customers, employees, reports and various transactions. Software is included with the text. Prerequisite: knowledge of basic accounting and Windows.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21429		Apr15	Jul6			Online	$251.28
22110	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64

Simply Accounting — INFO10087

Examine the setup of the GL, AR, AP, Payroll, Inventory, and Services. Software is included with the text. Equivalent to Applied Accounting Systems (ACCTAC410). Prerequisite: Knowledge of basic accounting and Windows.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21218		Apr15	Jul2			Online	$251.28
22122	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64

BUSINESS DIPLOMAS

Questions?
Call: 905-575-2358 or 905-575-2256 (press 2)
Email: cebus@mohawkcollege.ca or peggy.daniel@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

All students are regulated by post-secondary policies. Please contact us if you have questions pertaining to prerequisites, entry to class, graduation requirements, etc.

You cannot register in a course without the appropriate prerequisite(s) or equivalent.

Please note: Business Career Strategies (CRED10018) is not available through Continuing Education but can be obtained through the PLAR process. Visit www.mohawkcollege.ca/plar for details on this process.

Refer to the Mathematics and Sciences section (under Engineering Technology) for Business Math courses.

Business - Accounting Diploma (316)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 24 courses

Prepare for careers in accounting while specializing in financial accounting, cost and management accounting, taxation, business finance, and applied accounting systems. Experience a balance of accounting theory and practical applications with integrated computer technologies. Progress towards a professional accounting designation.

Program of Studies

- Refer to: ce.mohawkcollege.ca/busaccounting or www.mohawkcollege.ca/316

Certified General Accountants Association of Ontario (CGA)

Call: 1-800-668-1454
Web: www.cga-ontario.org or ce.mohawkcollege.ca/cga

Some courses are recognized by the CGA when an appropriate grade level is achieved. A Bachelor's Degree is required prior to receiving certification as a CGA.

Business Administration Advanced Diploma (632)

ONTARIO COLLEGE ADVANCED DIPLOMA

Graduation Requirement: 37 courses

Experience an innovative program that combines a two year specialization with a third year of studies in management practices. Specialize in Accounting, Marketing, General or Enterprise Business. Learn current business computer applications that enhance marketability in an ever-changing business environment.

Program of Studies

- Refer to: ce.mohawkcollege.ca/busadmin or www.mohawkcollege.ca/632

Business (General) Diploma (320)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 27 courses

Acquire a broad, integrated business education. Study small business with an entrepreneurial focus relevant to today's marketplace. Credits can be transferred to the other Business Diplomas to earn a second diploma.

Program of Studies

- Refer to: ce.mohawkcollege.ca/busgeneral or www.mohawkcollege.ca/320

Business - Marketing Diploma (319)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 26 courses

Explore the theory and practice of marketing. Gain an understanding of the buying and selling process, consumer behaviour, distribution channels, managing the promotion mix, developing marketing strategies and marketing plans.

Program of Studies

- Refer to: ce.mohawkcollege.ca/busmarketing or www.mohawkcollege.ca/319

Business Diploma Course Offerings

Accounting 1 — ACCTCB101

Examine the role of accounting in planning and controlling business operation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22133	MO	Apr15	Jul15	6:00-9:30	12	Classroom (FF)	$325.08

Accounting 2 - Financial — ACCT10014

Covers current assets, capital assets, and payroll liabilities. Learn to determine the financial position of a business organized as a partnership and sole proprietorship, and the results of its operations and cash flows for a given period in accordance with Generally Accepted Accounting Principles (GAAP). Prerequisite: ACCTCB101. Equivalent: ACCTAC201.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22136	TU	Apr30	Jul30	6:30-10:30	14	Classroom (FF)	$420.79

Accounting 3 - Financial Accounting Applications — ACCT10009

Demonstrate the application of GAAP and IFRS in financial reporting in the areas of cash, receivables, inventory and investments. Prerequisite: 70% in ACCTAC201 or 70% in ACCT10005 and ACCT10014.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22137	WE	Apr17	Jul3	6:30-10:00	12	Classroom (FF)	$325.08

Accounting 4 - Contemporary Accounting Issues — ACCT10010

Demonstrate the applications of GAAP and IFRS in financial reporting in the areas of current liabilities and contingencies, long-term liabilities, shareholders equity, complex debt and equity and earnings per share. Prerequisite: ACCT10008 or ACCT10009. Note: ACCT10010 & ACCT10011 replace ACCT10003.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22141	WE	May1	Jul17	6:00-9:30	12	Classroom (FF)	$325.08

Accounting 4 - Financial Reporting — ACCT10011

Demonstrate the applications of GAAP in financial reporting in the areas of leases, income taxes, pensions, and accounting changes and error analysis. Prerequisite: ACCT10008 or ACCT10009. Note: ACCT10010 & ACCT10011 replace ACCT10003.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22151	MO	Apr22	Jul22	6:30-10:00	12	Classroom (FF)	$325.08

Advertising & Sales Promotion — ADVR10039

Examine advertising, sales promotion, public relations, direct marketing, internet marketing and ethical and regulatory considerations as components of an integrated marketing communications framework. Equivalent to Advertising (MRKTMK361). 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21171		May10	Aug16			Online (OL)	$432.00

Applied Accounting Systems — ACCTAC410

Learn to use Simply for accounting functions and preparation of financial statements for an incorporated business. Understand the system of internal controls maintained within Simply and be able to communicate recommendations for additional controls. Prerequisite: ACCTCB101 (minimum grade 75%).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22142	TU	Apr16	Jul2	6:00-9:30	12	Classroom (FF)	$325.08

Applied Marketing Research — MRKT10030

Examine the role of marketing research in today's competitive global marketplace. Assess current research practices, including technological applications, and their interrelationship and explore real world research applications. Equivalent to Market Research (MRKTMK450). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21043		May10	Aug16			Online (OL)	$367.10

Business Finance 2 — BUSNBA440

Focus on capital budgeting, dividend policy, and using sources of long-term financing. Prerequisite: ACCTCB340.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22149	TH	Apr18	Jul4	6:30-10:00	12	Classroom (FF)	$325.08

Business Law — BUSNCB436

Review common statute law pertinent to business and legal concepts governing commercial institutions and transactions.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22152	TU	Apr16	Jul2	6:00-9:30	12	Classroom (FF)	$325.08

Business Mathematics Of Finance — MATH10037

Develop an understanding of simple and compound interest, annuities, perpetuities, amortization mortgage loans, bonds and sinking funds. Prerequisite: MATHMA101. For online students access to Scientific Notebook with Windows is required. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22162	TU	Apr30	Jul16	6:00-9:30	12	Classroom (FF)	$325.08
21037		May15	Aug28			Online	$293.16
21537		Jun26	Oct9			Online	$293.16

Business Statistics — MATHMA305

Covers: Organization of Data, Measures of Location, Variation, Probability & Sampling Distributions, Confidence Intervals, Hypothesis Testing, Regression & Correlation. MINITAB software will be used. Prerequisite: MATHMA101.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22163	WE	Apr17	Jul17	6:00-10:00	14	Classroom (FF)	$420.79

Business Writing and Reporting — COMM10065

Create effective business documents and presentations. Covers: using a clear, persuasive writing style; producing convincing business documents; and creating effective visual communications that deliver your message and improve your business. Apply these skills using advanced techniques in Microsoft Word and PowerPoint.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22161	WE	Apr17	Jun5	6:00-9:30	8	Classroom (FF)	$216.72

Computer Applications For Business — INFO10048

Develop business communication and documentation skills by learning how to locate, create, edit, manage, and store documents and information in ways that will increase personal and organizational productivity.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22160	TH	Apr18	Jun8	6:00-9:30	8	Classroom (FF)	$216.72

Cost & Managerial Accounting 1 — ACCTAC336

Analyze the flow of costs through a business and the systems used to accumulate these costs. Completion of this course and ACCTAC436, with an average grade of 70%, earns a full exemption from the CGA course, Cost Accounting 311. Prerequisites: ACCTAC201 or ACCT10005 and ACCT10014.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22143	MO	Apr29	Jul29	6:30-10:00	12	Classroom (FF)	$325.08

Cost & Managerial Accounting 2 — ACCTAC436

Create operational plans, analyze variances from plans, and develop information to support management decision making. Prerequisite: ACCTAC336.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22145	WE	Apr17	Jul3	6:00-9:30	12	Classroom (FF)	$325.08

Entrepreneurship Fundamentals — SBMGBU395

Develop the knowledge and skills you need to establish your own business. Examine contemporary expressions of entrepreneurism and intrapreneurism, your role and contribution to the changing workplace, global business and the completion of a business plan. Equivalent to Entrepreneurial Training (BUSNBA107). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21245		May10	Aug16			Online (OL)	$346.16

Financial Statement Concepts — ACCT10005

Learn to determine the financial position of a business organized as a corporation, and the results of its operations and cash flows for a given period in accordance with Generally Accepted Accounting Principles (GAAP). Prerequisite: ACCTCB101. Equivalent: ACCTAC201.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22140	TU	Apr16	Jul2	6:00-9:30	12	Classroom (FF)	$325.08

Information Systems Management — INFOBA635

Concentrate on the basics of computer based information systems.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22154	TH	Apr18	Jul4	6:00-9:30	12	Classroom (FF)	$325.08

Macroeconomics — ECONEB222

Analyze the impact of aggregate supply and demand on the determination of employment, prices, and national income. Prerequisite: ECONEB122.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22156	TH	Apr18	Jul4	6:00-9:30	12	Classroom (FF)	$325.08

Marketing 1 — MRKTCB158

Gain an appreciation of marketing and marketing terminology through broad studies of various components of the marketing mix.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22157	MO	Apr15	Jul15	6:00-9:30	12	Classroom (FF)	$325.08

Marketing 2 — MRKTMK351

Learn about the marketing mix with particular emphasis on the Place, Promotion, and Pricing elements. Prerequisite: MRKTCB158.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22158	WE	Apr17	Jul3	6:00-9:30	12	Classroom (FF)	$325.08

Microeconomics — ECONEB122

Explore the laws of supply and demand, the costs of production and profit determination in various market conditions.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22155	TU	Apr16	Jul2	6:00-9:30	12	Classroom (FF)	$325.08

Principles of Purchasing — BUSN10101

Examine the basics of the purchasing function and various purchasing tools and technique. Materials management, E-Purchasing, supplier selection and evaluation and global sourcing will also be considered. Equivalent to Purchasing (MRKTMK455). Prerequisite: Management Operations (MGMTMCS07). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21529		May10	Aug16			Online (OL)	$346.16

Principles of Sales — BUSN10021

Learn to develop and penetrate your accounts effectively using profitable selling strategies. ACCESS TO A VIDEO CAMERA OR WEBCAM REQUIRED. Knowledge/experience in marketing recommended. Equivalent to Applied Selling (MRKTMK355). 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21067		May10	Aug16			Online (OL)	$432.00

BUSINESS STUDIES

Business Courses

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Effective Supervision-Human Relations — MGMTMD221

Learn to thrive in the workplace and socially. Enhance your abilities in public speaking, listening, and self-presentation. Topics include techniques for career advancement, alliance building and positioning, negotiation skills, managing office politics, time and stress management. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21271		May10	Aug16			Online (OL)	$262.40

How to Start a Small Business — SBMGMD249

Focus on the fundamentals of business operation with emphasis on creating a business plan. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21081		May10	Aug16			Online (OL)	$262.40

Leadership in a Team Environment — MGMT10096

Focus on skills and abilities needed to lead a team-based organization. Learn to mobilize participation, build consensus, and enable individuals to maximize their team's ability to achieve results. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21024		May10	Aug16			Online (OL)	$367.10

NEW! Marketing Digitally — MRKT10037

Explore web-based and digital marketing including web sites, social media and mobile communication. Learn to evaluate online marketing strategies with emphasis on measurement of marketing activity. Equivalent to Web Marketing (MRKT10028). Prerequisite: Marketing Principles (MRKTMCS08). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22510		May10	Aug16			Online (OL)	$304.28

Marketing on the World Wide Web — MRKT10026

Analyze how segmentation, target marketing and positioning are executed and the unique dimensions of product, pricing, place and promotion on the Web. Significant student collaboration, research and discussions required. Prerequisites: Introductory marketing, computer and communications. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21069		May10	Aug16			Online (OL)	$346.16

Small Business Bookkeeping — ACCTMD103

Develop an understanding of essential bookkeeping skills and the role of accounting in managing a small business effectively. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21121		May10	Aug16			Online (OL)	$262.40

Business Studies Certificate (068)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 11 courses

Develop or enhance your skills and knowledge for successful entry into the business world. This certificate will provide an introduction to a variety of different business areas.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/businessstudies

Program of Studies

Mandatory Courses: — Hours

ACCTMCS01	Accounting - Introductory 1	45
BUSN10045	Quantitative Methods 1	45
COMMLL122	Researching and Reporting	39
ECONMCS03	Microeconomics - Introductory	45
LAWSMCS05	Business Law - Introductory	45
MGMTMCS06	Management Principles	45
MRKTMCS08	Marketing Principles	45

Options - Choose 4:

ACCTMCS02	Accounting - Introductory II
BUSNPIR16	Staff Training and Development
ECON10002	Introduction to Macroeconomics
LABRPIR08	Introduction to Industrial Relations
MGMTMCS07	Management Operations
MRKT10018	Marketing - Advanced
MRKT10025	Selling for Success
SAFEPIR21	Occupational Health and Safety

Accounting - Introductory I — ACCTMCS01

Learn to record business transactions, prepare financial statements, and handle end-of-period adjustments. Accounting for merchandising firms, accounts receivable, cash management and financial ratios are also covered. Equivalent to Accounting 1 (ACCTCB101).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21312		May10	Aug16			Online (OL)	$367.10
21382		Jun3	Sep9			Online (OL)	$367.10
21383		Jul2	Oct8			Online (OL)	$367.10

Accounting - Introductory II — ACCTMCS02

Continue your study with a focus on receivables, capital assets, current and long term liabilities, corporations, partnerships, statement of cash flow and financial statement analysis. Equivalencies: Accounting 2 - Financial (ACCT10014) and Financial Statement Concepts (ACCT10005) Equivalent to Canadian Institute of Bookkeeping CIB113. Prerequisite: Accounting - Introductory I (ACCTMCS01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21309		May10	Aug16			Online (OL)	$367.10
21384		Jul2	Oct8			Online (OL)	$367.10

Business Law - Introductory — LAWSMCS05

Develop the legal perspectives you need to conduct business in an environment increasingly affected by legislation. Focus on employment law, contracts, torts, business organizations, human rights, creditor's rights and marketing law. Equivalent to Business Law (BUSNCB436).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21072		May10	Aug16			Online (OL)	$367.10
21084		Jul2	Oct8			Online (OL)	$367.10

Introduction To Macroeconomics — ECON10002

Examine the macroeconomic problems facing society including unemployment, inflation and economic growth. Learn to evaluate government's use of fiscal and monetary policy to deal with these problems. Equivalent to Macroeconomics (ECONEB222). Prerequisite: Microeconomics - Introductory (ECONMCS03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21203		May10	Aug16			Online (OL)	$367.10

Management Operations — MGMTMCS07

Examine responsibilities of operations managers in manufacturing and non-manufacturing organizations and current tools including JIT, MRP, ERP, SAP, and more. Equivalent to Operations Management (BUSNGB335).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21162		May10	Aug16			Online (OL)	$367.10

Management Principles — MGMTMCS06

Explore the development of modern management and organizational theory. Consider processes of planning, organizing, directing and controlling, communications, behavioural strategies and techniques, ethical and social responsibilities in the practice of management, and an overview of human relations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21310		May10	Aug16			Online (OL)	$367.10

Marketing Principles — MRKTMCS08

Examine marketing strategies and their role in achieving organizational objectives. Focus on marketing process and environments; planning and data collection; buyer behaviour and targeting strategies; and marketing mix. Equivalent to Marketing 1 (MRKTCB158).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21311		May10	Aug16			Online (OL)	$367.10

Marketing - Advanced — MRKT10018

Continue your study of marketing fundamentals, with particular attention to price strategy and management; distribution management; marketing communications; and new directions. Equivalent to Marketing 2 (MRKTMK351) and Marketing for Advertising (MRKT10008). Prerequisite: Marketing Principles (MRKTMCS08).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21174		May10	Aug16			Online (OL)	$367.10

Microeconomics - Introductory — ECONMCS03

Explore principles essential to an understanding of contemporary microeconomics, with emphasis on the use of economic models for accurate analysis of economic developments. Examine the role of prices and competitive markets in the allocation of resources, firm behaviour and market structures and the effects of government intervention in the economic marketplace. Equivalent to Microeconomics (ECONEB122).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21335		May10	Aug16			Online (OL)	$367.10

Quantitative Methods 1 — BUSN10045

Benefit from an introduction to the use of graphs to present information and study basic measures of central tendencies and dispersions for both sample and population. Learn to use math functions to describe business relationships and build models, and linear and quadratic functions and constrained optimization for practical business situations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21204		May10	Aug16			Online (OL)	$367.10

Selling For Success — MRKT10025

Prepare for a successful sales career. Explore the selling process, ethics, technology applications, negotiation and customer relations. Hone your communication skills by preparing and delivering a sales presentation. Equivalent: Applied Selling (MRKTMK355). Prerequisite: Marketing Principles (MRKTMCS08).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21202		May10	Aug16			Online (OL)	$384.80

Industrial Relations Certificate (824)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Develop a solid foundation in Canadian industrial relations theory and practice.

Questions?

Call: 905-575-2358 or 905-575-2192 (press 2)
Email: cebus@mohawkcollege.ca or cathie.duncan@mohawkcollege.ca
Web: ce.mohawkcollege.ca/industrialrelations

Program of Studies

Mandatory Courses:		Hours
LABRPIR08	Introduction to Industrial Relations	39
BUSNPIR13	Grievances, Arbitration & Contract Administration	39
BUSNPIR19	Employment Law	39
LABRPIR14	Collective Bargaining	39
Options - Choose 2:		
ECONEB122	Microeconomics	42
BUSNPIR22	Organizational Behaviour and Administration	42
HRESPIR11	Compensation and Benefits	39
SAFEPIR21	Occupational Health and Safety	39

Some courses are offered under other Certificates. Refer to the Index.

Institute of Law Clerks of Ontario

Designed to help you prepare for the annual examinations of The Institute of Law Clerks of Ontario (ILCO). Register for the Provincial Examinations through ILCO. For approved exam locations, visit www.ilco.on.ca

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: ce.mohawkcollege.ca/lawclerk or www.ilco.on.ca

Admission Requirements

- RECOMMENDED: Experience in the legal field.

Corporate Procedures — LAWSSELC6

Involves the preparation and filing of articles for incorporation of corporations. Become familiar with the Act(s) governing the formation and operation of corporations. 42 hours
Provincial Exam: June 25, 2013.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
12432		Mar18	Jun21			Online (OL)	$401.16

International Business Management Certificate (116)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirements: 12 courses

You will learn to effectively investigate, analyze, manage and direct most aspects of international trade for an organization.

Questions?

Call: 905-575-2706
Email: disted@mohawkcollege.ca or michaelpiczak@gmail.com
Web: www.mohawkcollege.ca/116

Admission Requirements

- College Business diploma or Business university degree or demonstrated competence through related work experience.
- Prior approval is necessary. Please mail a copy of your educational qualifications to:

  Mohawk College
  Distance Education, Room J029
  PO Box 2034, Hamilton, ON L8N 3T2.

Program of Studies

- Refer to the website to view the POS.

Global Supply Chain Management — BUSNIB102(SA)

Outline the various aspects of the storage, movement and management of product inventories across borders. Assess the legal environment and the practical aspects of managing inventory. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22672		May10	Aug16			Online (OL)	$346.16

International Market Entry Strategies — BUSNIB101(SA)

Analyze the advantages and disadvantages to several options in market entry and distribution choices available to the international trader. Apply these concepts to identify optimal market entry strategies when engaging in international trade. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21444		May10	Aug16			Online (OL)	$346.16

Labour Studies Program

Refer to the Creative Arts / Interdisciplinary Studies Section.

Legal Courses

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Introduction to Legal Office Practice and Procedures — OADM10009

Examine fundamentals of legal office clerical practices with emphasis on reception/client relations, communications, documentation, and legal terminology. Recommended: Legal Terminology (LAWS10005). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21243		May10	Aug16			Online (OL)	$346.16

Landlord & Tenant Law — LAWS10064

Examine landlord/tenant relationships, relevant legislation and the essentials of a tribunal application proceeding under the Residential Tenancies Act. Good preparation for careers as rental agents, property management professionals and support roles with the Board. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21044		May10	Aug16			Online (OL)	$346.16

The Detailed Business Plan							SBMG10015
29148		May13	Aug19			Online	$379.00

Legal Terminology — LAWS10005

Build a vocabulary of common legal terminology used in law offices, government agencies, courts and social service agencies. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21298		May10	Aug16			Online (OL)	$346.16

Provincial Offences/Motor Vehicle Offences — LAWS10076

Develop a good understanding of issues, procedures, and the role of tribunal agents/paralegals representing individuals involved in offences under the Provincial Offences Act, and other provincial statutes. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21147		May10	Aug16			Online (OL)	$346.16

Small Business and Entrepreneurship Certificate (179)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 10 courses

Develop or enhance your skills and knowledge for successful small business ownership, or management roles. You will develop a comprehensive business plan useful for securing financing and strategic business planning.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or michaelpiczak@gmail.com
Web: disted.mohawkcollege.ca/smallbusentrepreneurship

Admission Requirements

- OSSD or equivalent

Program of Studies

Mandatory Courses:		Hours
COMP10134	Computer Skills for Small Business	42
SBMG10013	Managing The Small Business	56
SBMG10018	The Generic Business Plan	42
SBMGSB101	Intro to Small Business And Entrepreneurship	56
SBMGSB202	Operations and Legal Issues	56
COMP10135	Computer Skills for Small Business Advanced	42
MGMTSB102	Small Business - Financial Management	56
SBMG10000	Small Business Marketing Skills	56
SBMG10019	Business Research & Writing Skills	56
Options - Choose 1:		
SBMG10015	The Detailed Business Plan	56
SBMG10017	Supervisory Skills for Small Business	56

Intro To Small Business And Entrepreneurship — SBMGSB101

Learn success skills important for small business ownership. Develop understanding of the historical and political context of small business in Canada and the major financial areas of business management.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21321		May10	Aug16			Online (OL)	$432.00

Computer Skills for Small Business — COMP10134

Learn to produce business reports and communication documents, enter data into existing financial spreadsheets, communicate effectively using e-mail and browse the Web. By the course end, you will tender a draft business plan that will demonstrate competency by the submission of assignments that will become components of your written business plan. Equivalent to Computer Skills for Business 1 (SBMG10014).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21543		May10	Aug16			Online (OL)	$346.16

Managing The Small Business — SBMG10013

Study best practices and proven approaches for handling people, data, and systems in the small business. Focus on content and process skills including decision-making, presenting arguments, building teams, introducing change and leadership.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21086		May10	Aug16			Online (OL)	$432.00

The Generic Business Plan — SBMG10018

Develop a generic business plan using a prescribed template provided by a banking institution and complete the business plan by expanding on its detailed components. Major modules: Comprehensive Business Plan; Financial Plan and Business Presentation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21524		May10	Aug16			Online (OL)	$346.16

Operations And Legal Issues — SBMGSB202

Examine various business topics including ownership models, location strategies, the home-based business, government assistance, licensing requirements, inventory planning, recruitment and selection of employees and human resource legislation. Prerequisite: Intro to Small Business And Entrepreneurship (SBMGSB101).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21160		May10	Aug16			Online (OL)	$432.00

Computer Skills for Small Business Advanced — COMP10135

Continue to develop the skills you need to produce and present a professional business plan, using Word, Excel, PageMaker, Visio, PowerPoint and FrontPage. Prerequisite: Computer Skills 1 (SBMG10014 or COMP10134). Equivalent to Computer Skills for Small Business 2 (SBMG10016).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21545		May10	Aug16			Online (OL)	$346.16

Small Business-Financial Management — MGMTSB102

Prepare for an entrepreneurial role as a general manager rather than a financial specialist. Develop a broad understanding of accounting and financial management concepts. Prerequisite: Intro to Small Business And Entrepreneurship (SBMGSB101).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21322		May10	Aug16			Online (OL)	$432.00

Small Business Marketing Skills — SBMG10000

Acquire the tools and skills necessary to develop an effective marketing plan for your small business. Prerequisite: Intro to Small Business And Entrepreneurship (SBMGSB101).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21241		May10	Aug16			Online (OL)	$432.00

NEW! Business Research and Writing Skills — SBMG10019

Develop appropriate business communication skills while completing various assignments that require research, data analysis and suitable business writing.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22498		May10	Aug16			Online (OL)	$432.00

NEW! Supervisory Skills for Small Business — SBMG10017

Exposes students to the concepts and skills associated with managing people within a small to medium sized enterprise.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22501		May10	Aug16			Online (OL)	$432.00

WSIB Workplace Safety & Insurance Board Adjudication

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 2 courses

Acquire a comprehensive overview of the adjudication process relating to Workplace Safety and Insurance Board (WSIB) claims. Learn to effectively administer and manage WSIB claims from both an employer and worker perspective. Ideal for employers or worker advocates.

Questions?

Call: 905-575-2358
Email: cebus@mohawkcollege.ca or wm.bowman@sympatico.ca

Courses are offered in the Fall and Winter terms only.

COMPUTERS

Do you have computer skills, but lack a certificate?
The Prior Learning Assessment & Recognition (PLAR) process can help you earn a Certificate faster. Visit www.mohawkcollege.ca/plar or email plar@mohawkcollege.ca to arrange a Challenge Exam for any of the Business Computer Applications or Webmaster courses. A minimum of 2 weeks notice is required. A non-refundable fee will be charged.

All Challenge Exams are completed in the Office 2010 environment and all theory-based questions must be answered using this version. You will not be given a refund or retest if you encounter difficulty with specific features.

Course Notes:
- Printing costs will be charged at all printers.
- All courses require a textbook.
- You must bring a recordable CD or USB memory stick to each class. If you wish audio output, you must bring your own standard headphones with miniature plug.
- Most courses include assignments and a test during the final class.
- Prepare to spend 2 hours of independent study for each hour of classroom instruction.

Classroom Software Versions:
- Adobe Photoshop Elements 9, Adobe Suite CS5.5 (Dreamweaver, Fireworks, Flash, Photoshop), Microsoft Office 2010, Windows 7

Online Learning Information:
- You need access to a computer with appropriate software.
- Instructors provide assistance with course content but cannot provide any technical support. Your Internet Service Provider is responsible for such support.

Online Software Versions:
- Adobe Photoshop Elements 10, Adobe Suite CS6 (Dreamweaver, Fireworks, Flash, Photoshop), Microsoft Office 2010, Outlook 2010
- Publisher 2007, Visio 2010, Windows 7

Business Computer Applications Certificate (915)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses
Whether you need documentation to show your competence with computers or you want to be able to use your home computer more effectively, this program offers courses to meet the needs of today's computer users. You can take a variety of courses in a number of software applications or choose to specialize in Word, Excel, Access, or Graphics.

Questions?
Call: 905-575-2358 or 905-575-2256 (press 2)
Email: cebus@mohawkcollege.ca or peggy.daniel@mohawkcollege.ca
Web: ce.mohawkcollege.ca/buscomputer

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements
- Some understanding of the Windows environment is required.
- You are strongly urged to complete WORKSHOP FOR WINDOWS (INFOBW001) before taking other courses.
- Courses make use of eLearn which will be taught in COMPUTER BASICS WITH WINDOWS, WORD and EXCEL (INFO10156).

Program of Studies

Mandatory Courses:		Hours
INFO10156	Computer Basics with Windows 7, Word and Excel	36
INFO10077	Word Core	36
INFO10078	Excel Core	36

Options - Choose 3:
See website for a complete list of options

Some courses are offered under the Webmaster Certificate.

Workshop For Windows — INFOBW001
Explore the Windows environment. Learn basic skills including: managing the desktop, files and folders, Internet Explorer and more. Textbook required. Non-credit for the novice computer user.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22471	MO	Apr15	May27	6:30-9:30	6	Classroom (FF)	$139.32

Computer Basics with Windows 7, Word and Excel — INFO10156
Gain basic skills in Windows 7, Microsoft Word and Microsoft Excel. Equivalent to: INFO10053 or INFO10113.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21376		Apr15	Jul6			Online	$251.28
22469	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
22468	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

Access Core — INFO10081
Learn to insert, delete and change data in a Microsoft Access 2010 database table. Discover ways to design, create and use forms, queries, and reports. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21210		Apr15	Jul2			Online	$251.28
22475	TU	Apr16	Jul2	6:00-9:00	12	Classroom (FF)	$278.64

Access - Expert — COMP10141
Focus on advanced features of MS Access for Windows, including table lookups, advanced queries and forms. Learn to work with form controls, macro concepts, switchboard forms, and more. Equivalent: Access Expert (INFOBW305) and Access Level II (INFO10177). Prerequisite: Access Core (INFO10081).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21490		May10	Aug16			Online (OL)	$262.40

Excel Core — INFO10078
Learn to create and modify Microsoft Excel 2010 worksheets and charts using basic, date and logical functions and formatting. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21211		Apr15	Jun22			Online	$251.28
22473	TU	Apr16	Jun18	6:30-10:00	10	Classroom (FF)	$278.64

Excel Expert — INFO10079
Learn to manage your Microsoft Excel 2010 data with outlines, functions, filters, pivot tables, drawing tools, images and more. Prerequisite: INFO10078.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21212		Apr15	Jun22			Online	$251.28
22574	WE	Apr17	Jun26	6:30-10:00	11	Classroom (FF)	$278.64

PowerPoint — INFO10082
Learn to create effective presentations using Microsoft PowerPoint 2010. Topics include basic functions and commands and advanced features such as creating action buttons, photo albums and custom shows. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21213		Apr15	Jul3			Online	$251.28
22476	WE	Apr17	Jul3	7:00-10:00	12	Classroom (FF)	$278.64

Publisher Core — INFO10157
Learn to create professional flyers, brochures, invitations, letterhead, and business cards using Microsoft Publisher. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21385		Apr15	Jul6			Online	$251.28

Visio Essentials — INFO10174

Create meaningful diagrams, organization charts and layouts, and create templates using Microsoft Visio 2010. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21505		May10	Aug16			Online (OL)	$304.28

Word Core — INFO10077

Learn basic features of Microsoft Word 2010 including: creating, editing, formatting, printing and saving letters, memos, long documents and mail merges. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21214		Apr15	Jul6			Online	$251.28
22470	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

Word Expert — INFO10080

Master advanced features of Microsoft Word 2010. Learn to add columns, tables, styles, forms, images, text boxes, indexes and table of contents to documents, and templates. Prerequisite: Word Core (INFO10077).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21215		Apr15	Jul6			Online	$251.28
22474	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

Desktop Publishing (Word) — INFO10178

Discover the wonders of Word and Desktop Publishing with attention to typography, tools for professional looking documentation, and organizational charts. Prerequisite: Word Core (INFO10077).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21541		Apr15	Jul6			Online	$251.28

Cisco Certified Network Associate

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Cisco Certified Network Associate 1 - Networking Fundamentals — INFO10057

Focus on networking terminology and protocols, local-area networks (LANs), wide-area networks (WANs), Open System Interconnection (OSI) models, cabling and cabling tools, Ethernet, Internet Protocol (IP) addressing and network standards. 70 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21173		May10	Aug16			Online (OL)	$679.30

Cisco Certified Network Associate 2 - Intro to Routing — COMP10055

Develop skills in configuring a router and routing protocols, managing IOS software, TCP/IP and setting access control lists (ACLs) for control of data flow on a network. Prerequisite: Cisco Certified Network Associate 1 - Networking Fundamentals (INFO10057). 70 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21209		May10	Aug16			Online (OL)	$679.30

Cisco Certified Network Associate 3 - Routing and Switching — COMP10117

Enhance your skills in designing and configuring secure networks. Topics include Advanced IP address techniques, VLSM, routing protocols, switching, tree and trunking protocols and advanced filtering skills. Prerequisite: Cisco Certified Network Associate 2 - Intro to Routing (COMP10055). 70 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21388		May10	Aug16			Online (OL)	$679.30

Understanding your iPad — INFO10181

29092	SA	Apr13	Apr13	9:00-12:00	1	Classroom (FF)	$45.00
29093	SA	May11	May11	9:00-12:00	1	Classroom (FF)	$45.00
29094	SA	Jun15	Jun15	9:00-12:00	1	Classroom (FF)	$45.00
29095	SA	Jul20	Jul20	9:00-12:00	1	Classroom (FF)	$45.00
29096	SA	Aug17	Aug17	9:00-12:00	1	Classroom (FF)	$45.00

Cisco Certified Network Associate 4 - Wide Area Networking — COMP10118

Further develop your skill in network design with advanced theory and extensive practical application. Focus on WAN technology, and network design and implementation with emphasis on security and reliability. THIS COURSE MUST BE TAKEN LAST. Prerequisite: Cisco Certified Network Associate 3 - Routing and Switching (COMP10117). 70 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21390		May10	Aug16			Online (OL)	$679.30

Computer Courses

Software is your responsibility and is not included in course fees.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Adobe Acrobat — COMP10104

Discover Adobe Acrobat and Adobe Workspace. Learn to read, create, capture, navigate, edit and review PDF documents, create interactive PDF navigation, work with Acrobat Online and add multimedia elements to PDF documents. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21053		May10	Aug16			Online (OL)	$304.28

Advanced QuickBooks — INFO10142

Explore various topics including purchasing, inventory, management, units of measure, estimates and progress billing, job costings, customizing invoices and other forms, class accounting, multicurrency, budgeting and advanced reporting (customizing and memorizing). Prerequisite: QuickBooks (INFO10159). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21148		May10	Aug16			Online (OL)	$346.16

NEW! Android Application Development — COMP10147

Focus on planning, developing and testing mobile applications for the Android platform. Learn to use Java to create location-aware applications incorporating various features and programming techniques for achieving effective interaction on PDAs. Prerequisites: Java Intermediate (COMP10036) and MySQL Databases (COMP10149). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22519		May10	Aug16			Online (OL)	$304.28

NEW! Blackberry Application Development — COMP10146

Learn to plan, develop and test mobile applications for the Blackberry platform. Topics include programming techniques for achieving effective interaction on Blackberry Smartphones and the Playbook Tablet. Prerequisites: Java Intermediate (COMP10036) and MySQL Databases (COMP10149). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22517		May10	Aug16			Online (OL)	$304.28

NEW! Fundamentals of UNIX — COMP10024

Develop an understanding of the Unix Operating System. Explore basic and advanced UNIX commands, file and directory systems, and standard utilities including e-mail clients and text editors. Learn to work with Jobs and Processes, the scheduling facility and Shell Environment Variables. Use the Bourne Shell to create, modify and debug Shell Scripts. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22549		May10	Aug16			Online (OL)	$432.00

NEW! iPhone Application Development — COMP10151

Learn to plan, develop and test cutting-edge mobile applications for the iOS platform, using the Objective- C programming language, and programming techniques for achieving effective interaction on iPhones and iPads. You MUST use a Mac with xCode. Prerequisites: Java Intermediate (COMP10036) and MySQL Databases (COMP10149). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22520		May10	Aug16			Online (OL)	$304.28

The Power of the iPad							INFO10180
29087	SA	Apr13	Apr13	1:00-4:00	1	Classroom (FF)	$45.00
29088	SA	May11	May11	1:00-4:00	1	Classroom (FF)	$45.00
29089	SA	Jun15	Jun15	1:00-4:00	1	Classroom (FF)	$45.00
29090	SA	Jul20	Jul20	1:00-4:00	1	Classroom (FF)	$45.00
29091	SA	Aug17	Aug17	1:00-4:00	1	Classroom (FF)	$45.00

NEW! MySQL Databases — COMP10149

Investigate the creation, modification, implementation, and maintenance of MySQL and MSSQL databases. Also examine how these databases interface with internet applications and database servers. Prerequisite: Access Expert (COMP10141) but HTML Introduction (COMP10106) is recommended. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22518		May10	Aug16			Online (OL)	$346.16

NEW! Web Design for Mobile Apps — COMP10150

Learn new ways to design, develop and test mobile user interfaces, and to "mobilize" existing websites. Combine theory and coding exercises using CSS2, HTML5, Javascript, Ajax and techniques to achieve innovative user experiences on Smartphones and Tablets Must have an Android, Blackberry or iPhone. Prerequisite: Dreamweaver (Webpage Authoring) COMP10138. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22505		May10	Aug16			Online (OL)	$304.28

HTML Introduction — COMP10106

Focus on HTML essentials including creating Web pages, page layouts, cascading style sheets, integrating pre-written JavaScript, and developing multimedia Web pages and forms. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21345		May10	Aug16			Online (OL)	$346.16

HTML Intermediate — COMP10107

Learn to use Dynamic HTML (DHTML) for Cascading Style Sheets, controlling content, and positioning. Advanced DHTML features and structuring data with XML also receive emphasis. Prerequisite: HTML Introduction (COMP10106). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21347		May10	Aug16			Online (OL)	$346.16

Introduction to C# Programming — COMP10116

Explore C# object-oriented programming concepts including data abstraction, inheritance and polymorphism. Learn to design, code and document business-oriented programs, using .NET and C#. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21393		May10	Aug16			Online (OL)	$346.16

Introduction To Micro Computers — COMPCO165

Focus on computer essentials including the Windows 7 operating system, the Internet, MS Word, Excel and PowerPoint. 28 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21019		Apr11	Jul11			Online	$195.44

Java - Introduction — COMP10035

Learn to develop applications and applets using Java, object-oriented programming concepts. Topics include creating and using classes and methods, loop structures, string method, if/then/else, joptionPane Class, arrays, and basic Applets. 40 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21318		May10	Aug16			Online (OL)	$332.20

Java - Intermediate — COMP10036

Enhance your Java skills to develop Java applets and more robust applications. Topics include: utilizing inheritance, swing toolkit, layout managers, the event model, exceptions and file input/output. Prerequisite: Java - Introduction (COMP10035). 40 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21159		May10	Aug16			Online (OL)	$332.20

NEW! Microsoft Office 365 — COMP10145

Learn to use MS Office 365 Web Apps. These browser-based versions of MS Excel, Word and PowerPoint enable editing of documents in web browsers while preserving the original formatting. MS SharePoint Online and MS Lync Online are also introduced. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22521		May10	Aug16			Online (OL)	$262.40

MS-Office 2007 — INFO10095

Learn the diverse applications available within the Microsoft Office Pro Edition which contains Word, Excel, PowerPoint, Access and Outlook. Home and Student Software is inadequate for this course. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21181		May10	Aug16			Online (OL)	$346.16

Programming in C — COMP10122

Build knowledge of structured programming and problem solving using C as the foundation for further programming study. Consider operations; flow control; input/output; arrays; pointers; strings; and structures. Access to a C compiler required. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21110		May10	Aug16			Online (OL)	$367.10

Generic Computer Training

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca/computerscience

Generic Computer Training — COMPCO001

Gain an overview of the Windows 7 operating system, and Microsoft Office 2007, Word and Excel fundamentals. Topics include managing files and folders, formatting a Word document and creating and manipulating data, formulas and charts in Excel. 28 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21131		Apr10	Jul3			Online	$195.44

Computer Skills For College — COMPCO002

Focus on fundamentals of the Windows operating system, Microsoft Word, Excel and Access. Learn to manage files and folders, format a Word document, manipulate data, formulas and charts in Excel and work with databases. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21130		Apr10	Jul3			Online	$293.16

Technical Support

Attain the technical skills and knowledge that technology support analysts need to support staff who deliver quick, informed solutions to desktop-related problems and, as well, support standard application development and implementation projects.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

A+ Essentials-Hardware — COMP10108

Develop understanding of typical PC components and their relationship to the computer's operating system and peripherals. Gain experience in diagnosis and troubleshooting, and prepare for the A+ hardware certification exam. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21353		May10	Aug16			Online (OL)	$432.00

A+ Essentials - Operation System Software — COMP10121

Complete this course and A+ Essentials - Hardware to validate knowledge of computer operating systems, including installation, repair, configuring, troubleshooting, preventive maintenance, security and soft skills. Prerequisite: A+ Essentials Hardware (COMP10108). 52 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21111		May10	Aug16			Online (OL)	408.40

Webmaster Certificate (137)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 9 courses

Creation, organization and maintenance of personal and business web pages requires knowledge of general design principles, image editing, and programming techniques.

Questions?

Call: 905-575-2358 or 905-575-2256 (press 2)
Email: cebus@mohawkcollege.ca or peggy.daniel@mohawkcollege.ca
Web: ce.mohawkcollege.ca/webmaster

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements

- Each course requires some understanding of Windows and a working knowledge of Internet resources.
- If you are unfamiliar with computers or the Internet, completion of the course COMPUTER BASICS WITH WINDOWS 7, WORD AND EXCEL (INFO10156) is recommended.

Program of Studies

Mandatory Courses:		Hours
INFO10110	Web Page Design	36

Option Group 1 - Choose 1:

INFO10069	Adobe Photoshop Elements	36
INFO10149	Photoshop (Adobe)	36
INFO10152	Fireworks (Adobe)	36

Option Group 2 - Choose 7:

See website for a complete list of options

Some courses are offered under the Business Computer Applications Certificate.

Important Note

- The online delivery of some of the courses in this programs is temporarily unavailable due to program review. We expect online delivery to resume in Fall 2013.
- Mohawk College is committed to reviewing programs on a regular basis to ensure that the curriculum remains in line with employer and student needs. Such a review enables Mohawk College to pursue its vision for increased interactivity and for an enhanced online learning management system, helping students become Future Ready Graduates.
- Students can choose to continue in this program in the classroom environment or take the online course(s) listed below which will be accepted as exemptions in the interim.

Questions?

Call: 905-575-2154
Email: karen.bacher@mohawkcollege.ca

Web Page Design — INFO10110

Create web pages, suitable for business or personal use, using Hyper Text Markup Language (HTML) in a windows environment. Prerequisite: INFO10144 or computer coding experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22102	TH	Apr18	Jul4	7:00-10:00	12	Classroom (FF)	$278.64

Web Design Basics — INFO10144

Learn the basics of Web Page Design including: XHTML, the fundamentals of style sheets, how to make images download quickly and look great, and how to get your completed site up onto the World Wide Web.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22101	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
22108	SA	Apr20	Jul6	9:00-12:30	10	Classroom (FF)	$278.64

Adobe Photoshop Elements — INFO10069

Learn to use this versatile software. Examine how to load, organize and share photos, repair and retouch and add text and style effects. Create slide shows, calendars and more. Adobe approved course materials. Prerequisite: Computer Basics with Windows 7, Word and Excel (INFO10156).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22748		May10	Aug16			Online (OL)	$304.28

Dreamweaver — INFO10111

Explore the functions of Dreamweaver software to create and maintain web pages and web sites. Prerequisite: INFO10110.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22106	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64

Dreamweaver (Webpage Authoring) — COMP10138

Explore Dreamweaver. Learn to customize the DW working environment, create and manage sites and work with typography, images, tables, layers, frames and forms. Knowledge of HTML is recommended.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21486		May10	Aug16			Online (OL)	$262.40

Fireworks (Adobe) — INFO10152

Develop skills with this easy-to-use graphics editing software package that allows you to quickly create images optimized for the web.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22103	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64
21504		May10	Aug16			Online (OL)	$304.28

FLASH - an Introduction — COMP10144

Focus on Flash vs. Shockwave, interface basics, drawing and painting, and working with objects, type, artwork, layers, symbols and instances. Topics also include animation, interactivity, exporting to HTML and self-contained movies.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21530		May10	Aug16			Online (OL)	$262.40

Flash Animation — INFO10150

Discover this powerful animation product by working with graphics, symbols, sound and video. Use components, add animation, articulate motion and morphing, and create interactive navigation. Learn to load, control and publish Flash content.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22105	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$278.64

Flash Games — INFO10171

Enhance your skills with Flash and create a short animation and game using Actionscript 3. Learn to use a storyboard and time-management chart as a planning tool. Complete two major assignments for inclusion in your portfolio. Prerequisite: Flash - An Introduction (COMP10144).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22104	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64
21493		May10	Aug16			Online (OL)	$304.28

JavaScript — COMP10137

Learn the essentials which comprise most modern programming languages, using JavaScript. Move from writing simple programs to those that interact with the elements in a web page. Prerequisite: HTML Introduction (COMP10106).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21485		May10	Aug16			Online (OL)	$432.00

PERL Introduction — COMP10139

Learn the basics of Perl, a powerful object-oriented scripting language used with UNIX, Linux, Win32 and the internet. Learn to design and develop programs which are highly portable to any platform.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21487		May10	Aug16			Online (OL)	$346.16

Photoshop (Adobe) INFO10149

Learn to edit and enhance images. Focus on selection tools, layers, masks and channels, text, vector drawing, colour adjustments, compositing, preparing files for the web.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21051		Apr15	Jun25			Online	$251.28

Web Scripting with PHP INFO10112

Explore fundamental programming and scripting concepts, beginning with basic techniques and working towards complete web projects. Prerequisite: INFO10110.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22107	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

XML INFO10145

Surveys the markup language XML and all of the related technologies including XML parsers, the DOM interface, XSL, XSLT, XHTML, and other emerging standards related to XML. Covers programming with Javascript to modify XML documents. Prerequisite: INFO10110.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22100	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64

LEADERSHIP AND MANAGEMENT

APICS - The Association for Operations Management

APICS is an organization of professionals with a network of chapters dedicated to Advancing Productivity, Innovation and Competitive Success. APICS is a leader in delivering superior training and education in operations management including production, inventory, supply chain management, materials purchasing and logistics. The Hamilton Chapter, in cooperation with Mohawk College, offers programs and workshops suited to different levels of professional development.

Questions?
APICS Hamilton Chapter
Call: 905-689-9117
Email: info@apicshamilton.org
Web: ce.mohawkcollege.ca/apics

Two Programs are Available:

Fundamentals of Materials and Operations Management (FMOM)
Benefit from entry level study in materials and operations management or in areas that interface with it. Participants who successfully complete all five courses earn an APICS Certificate.

Certified in Production and Inventory Management (CPIM)
Intended for professionals working in production and inventory management, this program develops in-depth technical skills and prepares you for the CPIM Certification examinations. To qualify for the CPIM designation, you must pass examinations in all five program courses.

Basics Of Supply Chain Management BUSNSPC15

CPIM Course 1. Explore materials management fundamentals including manufacturing systems, forecasting, master planning, MRP, capacity management, PAC, purchasing, inventory management, physical distribution, TQM and JIT manufacturing.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22742	MO	Apr22	Jul8	7:00-10:00	10	Classroom (FF)	$610.64

Principles of Manufacturing Management (FMM) BUSNSPC13

Learn to use material requirements planning (MRP), capacity management, capacity requirements planning (CRP), production activity control (PAC), and JIT manufacturing. Includes: executing production plans and master production schedules, handling capacity constraints and maintenance order control.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22743	WE	Apr17	Jul3	7:00-10:00	11	Classroom (FF)	$621.74

Canadian Institute of Management

CIM, a federally and provincially chartered association, is committed to leadership in promoting management professionalism, efficiency, effectiveness and excellence in individuals and organizations.

Questions?
Canadian Institute of Management, Hamilton Branch
Call: 905-561-9889
Email: admin@cim-hamilton.com
Web: www.cim-hamilton.com or ce.mohawkcollege.ca/CIM

Program of Studies
- The CIMA can be obtained by successfully completing Mohawk College courses which are equivalent to CIM courses.
- Visit ce.mohawkcollege.ca/CIM to view a complete list. Courses will be offered via equivalencies only. Check the index for offerings.

Certificates Available:

Certificate in Supervisory Management (CSM)
CSM offers four areas of study for individuals beginning their careers, or those who wish to qualify for their first supervisory role. Courses can be used as credit in the eight subject certificate study program leading to the professional designation (C.I.M.) Certified in Management.

Certificate in Management & Administration Studies (CIMA)
Exposes you to the eight major areas of managerial responsibility and is ideal for those looking to make management their career choice.

Certified in Management (C.I.M.) Designation
Any applicant with a CIMA certificate, or a diploma from an accredited Business program, two years of Canadian management/administration experience, two professional references, and a current resume may apply for this designation. Candidates must apply within six years of completing the prescribed studies.

Human Resources Certificate (825)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 9 courses
Acquire the knowledge and the skills you need to become a successful practitioner of Human Resources Management. All courses are approved by the Human Resources Professionals Association of Ontario.

Questions?
Call: 905-575-2358
Email: cebus@mohawkcollege.ca or susan.milton@mohawkcollege.ca
Web: ce.mohawkcollege.ca/humanresources

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Program of Studies

Mandatory Courses:		Hours
ACCTPIR23	Finance and Accounting	45
BUSNPIR16	Staff Training and Development	39
BUSNPIR22	Organizational Behaviour and Administration	42
HRESPIR11	Compensation and Benefits	42
HRESPIR17	Human Resources Planning and Staffing	42
HRESPIR20	Recruitment and Selection	39
LABRPIR08	Introduction to Industrial Relations	39
MGMTBPC01	Human Resources Management Studies	39
SAFEPIR21	Occupational Health and Safety	39

Human Resources National Certification Process:
- In accordance with the Human Resources National Certification Process CHRP candidates must have a university degree. For detailed information refer to www.hrpa.ca/hrpa or call 1-800-387-1311.
- Program graduates (with an overall academic average of 70% with no individual grade lower than 65%) fulfill the academic requirements of HRPA and are eligible to write the National Knowledge Exam (NKE) and receive the CHRP (Certified Human Resources Professional) designation. Please be aware each course expires 10 years after completion.

Students who have completed the 9 required courses can apply for, and obtain, the Mohawk College Human Resources Certificate. A degree is required only if you wish to write the National Knowledge Exam.

Compensation and Benefits — HRESPIR11

Explore current trends, practices and ethical issues relating to compensation with emphasis on achieving a sustainable competitive advantage. Prerequisite: Human Resource Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22281	WE	May1	Jul31	6:30-9:30	14	Classroom (FF)	$325.08
21330		May10	Aug16			Online (OL)	$367.10

Finance And Accounting — ACCTPIR23

Consider accounting concepts as an important asset in human resource management. Examine basic management functions of planning, coordination and control and their relationship with management of performance. Basic knowledge of accounting recommended. Prerequisite: Human Resources Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22280	TU	May7	Aug13	6:30-9:30	15	Classroom (FF)	$348.30
21138		May10	Aug16			Online (OL)	$346.16
21083		Jun3	Sep9			Online (OL)	$346.16
21400		Jul2	Oct8			Online (OL)	$346.16

Human Resource Management Studies — MGMTBPC01

Examine management challenges and strategic issues related to orientation and training, job analysis, appraisal and self-assessment, compensation and benefits.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22283	SA	May4	Jun15	9:00-3:00	7	Classroom (FF)	$301.86
21073		May10	Aug16			Online (OL)	$455.60
21373		Jun3	Sep9			Online (OL)	$455.60
21097		Jul2	Oct8			Online (OL)	$455.60

Human Resources Planning and Staffing — HRESPIR17

Learn the principles and techniques of effective human resource planning, with emphasis on assessment of organizational needs, use of HRIS and the design of action plans to meet staffing goals.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21293		May10	Aug16			Online (OL)	$346.16
21401		Jul2	Oct8			Online (OL)	$346.16

Introduction To Industrial Relations — LABRPIR08 (E)

Examine theory and practice with emphasis on union-management relations, industrial relations processes, and bargaining issues. Explore the collective bargaining process, administration of collective agreements, grievances and arbitration. Prerequisite: Human Resource Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21255		May10	Aug16			Online (OL)	$346.16
21402		Jul2	Oct8			Online (OL)	$346.16

Occupational Health & Safety — SAFEPIR21

Broaden your knowledge of OHSA. Topics include legislation, WSIB, WHMIS, transportation of dangerous goods, accident prevention and investigation, physical and biological agents, and the management of OHSA Programs.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21136		May10	Aug16			Online (OL)	$367.10
21092		Jun3	Sep9			Online (OL)	$367.10

Organizational Behaviour and Administration — BUSNPIR22 (E)

Examine the Canadian business environment and the management decision making process as an integral component of organizational behaviour. Prerequisite: Human Resource Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21417		May10	Jun28			Online (OL)	$346.16
21137		May10	Aug16			Online (OL)	$346.16
21377		Jun3	Sep9			Online (OL)	$346.16
21365		Jul2	Oct8			Online (OL)	$346.16

Recruitment And Selection — HRESPIR20

Learn to identify HR requirements and attract and retain an effective workforce. Changing legislation and its impact on recruitment and selection receives emphasis Prerequisite: Human Resource Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21416		May10	Jun28			Online (OL)	$346.16
21135		May10	Aug16			Online (OL)	$346.16
21381		Jun3	Sep9			Online (OL)	$346.16
21063		Jul2	Oct8			Online (OL)	$346.16
22282	MO-FR	Jul8	Jul12	9:00-5:00	5	Classroom (FF)	$301.86

Staff Training and Development — BUSNPIR16

Explore the psychology of the learning process and the design, implementation, and evaluation of training programs within organizations. Prerequisite: Human Resource Management Studies (MGMTBPC01).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21158		May10	Aug16			Online (OL)	$432.00
21093		Jun3	Sep9			Online (OL)	$432.00
21058		Jul2	Oct8			Online (OL)	$432.00

Human Resources Courses

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Benefits Administration — BUSN10059

Examine benefits and their administration. Focus on the Canada Pension Plan, Workers' Compensation, government and private health and insurance plans, pension programs, and contractual and volunteer benefits. Topics also include costing, program design, E.A.P.s and special programs. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21016		May10	Aug16			Online (OL)	$346.16

Dispute Resolution — HMNS10093

Examine alternative dispute resolution in its historical, social and legal context. Develop skills in the various stages of mediation and consider models and practical techniques for successful negotiation. Prerequisite: Human Resources Management Studies (MGMTBPC01). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21421		May10	Aug16			Online (OL)	$346.16

Personnel Research Techniques and HRIS — HRES10017

Study basic analytical techniques and research and design methodology relating to human resource information systems. Equivalent to HR Research and Information Systems (HRESHRM16). Prerequisite: Human Resource Management Studies (MGMTBPC01). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21045		May10	Aug16			Online (OL)	$346.16

Industrial Distribution Leadership Certificate (924)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Mohawk College, in partnership with the Industrial Careers Pathway Steering Committee, is pleased to offer specialized sector specific leadership training in the field of industrial distribution.

Intended for individuals working with the industrial distribution and manufacturing sector who have responsibilities for key customer accounts and client relations. Offers programming in key skill sets, including business principles, operational awareness, client service principles, and leadership training/coaching.

The Industrial Distribution Integrated Case Study (BUSN10056) will be offered in Fall 2013.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or michaelpiczak@gmail.com
Web: ce.mohawkcollege.ca/idl

Program of Studies

Mandatory Courses:		Hours
BUSN10046	Business Fundamentals in Ind Dist	30
MRKT10027	Customer Service and Sales in Ind Dist	30
BUSN10055	Operational Fundamentals in Ind Dist	30
BUSN10054	Negotiations in Ind Dist	30
MGMT10069	Leadership & Effective Communication in Ind Dist	30
BUSN10056	Ind Dist Integrated Case Study	30

Leadership and Effective Communication in Industrial Distribution — MGMT10069

Develop essential leadership skills. Explore the differences between managing and leading, with emphasis on developing a High Performance Team, Team Dynamics & Problem Solving in today's workplace. Coaching Skills and Leadership Models are also covered. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22575		May10	Aug16			Online (OL)	$262.40

Leadership and Management in the Not-for-Profit Sector Certificate

Refer to the Human Services section.

Leadership Development Series

Develop and enhance your management skills and broad business knowledge in this professional program designed for leaders. Provides current and future leaders with skills to meet both career and organizational objectives. Gain solid theoretical and practical knowledge to improve decision making and problem solving skills. Covers performance management, managing change, team building, employment law and project management.

Questions?

Call: 905-575-2358 or 905-575-2192 (press 2)
Email: cebus@mohawkcollege.ca or cathie.duncan@mohawkcollege.ca
Web: ce.mohawkcollege.ca/leadershipdevelopment

Online Learning Questions?

Call: 905-575-2703

Email: disted@mohawkcollege.ca

Program of Studies

Mandatory Courses:		Hours
COMM10216	Creative and Critical Thinking (LDS)	30
COMM10217	Communications (LDS)	30
FINC10023	Finance (LDS)	30
HRES10019	Human Relations (LDS)	30
LAWS10090	Employment Law (LDS)	30
MGMT10098	Leading Responsibly (LDS)	30
MGMT10099	Project Management (LDS)	30
MGMT10100	Performance Management (LDS)	30
MGMT10101	Leading Teams (LDS)	30
MGMT10102	Managing Change (LDS)	30

Communications (LDS) — COMM10217

Develop the skills you need for modern and effective business communication. Explore communication styles, channels, presentation skills, meeting facilitation, social marketing and other strategies to enhance your message.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22212	MO	Apr15	Jun26	6:30-9:30	10	Classroom (FF)	$232.20

Creative and Critical Thinking (LDS) — COMM10216

Learn to think creatively and critically and apply those skills in personal and professional situations. Enhance your skills in strategic planning, decision-making and problem solving.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21498		May10	Aug16			Online (OL)	$262.40

Employment Law (LDS) — LAWS10090

Learn to lead confidently in a regulated work environment. Focus on statutory and common law, employment standards, health and safety, labour relations, pay equity and human rights legislation for management and unionized personnel.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22214	TU	Apr23	Jun26	6:30-9:30	10	Classroom (FF)	$232.20
21418		May10	Aug16			Online (OL)	$262.40

Human Relations (LDS) — HRES10019

Learn to effectively recruit, train and manage personnel for enhanced performance. Develop professional strategies and skills in interviewing, managing performance, conducting needs assessments and planning and delivering training.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22205	SU	Apr21	May26	7:00-3:00	5	Classroom (BF)	$237.20

Managing Change (LDS) — MGMT10102

Learn to support and manage organizational change. Focus on best practices including environmental scanning, identifying trends, assessing organizational readiness and risk and implementing and measuring successful change.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22209	WE	Apr17	Jun19	6:30-9:30	10	Classroom (FF)	$237.20
22208	SA	Apr20	May25	9:00-3:00	5	Classroom (BF)	$237.20

Performance Management (LDS) — MGMT10100

Discover proven techniques for managing employees, increasing productivity and organizational effectiveness. Focus on performance analysis, counselling, coaching, Feedback, conflict resolution, and performance management systems and strategies.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22210	TU	Apr16	Jun18	6:30-9:30	10	Classroom (FF)	$237.20
21500		May10	Aug16			Online (OL)	$262.40

Project Management (LDS) — MGMT10099

Gain a leadership perspective on project management. Examine the fundamentals of the project life cycle, with particular focus on establishing priorities and effectively managing projects and project teams.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21499		May10	Aug16			Online (OL)	$262.40

Management Studies Certificate (827)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 9 courses

Benefit from the broad focus on organizational goals and strategic planning offered in this program to help you transition from your area of specialization to the management role. Develop organizational skills to solve various management challenges and handle the management role.

Questions?

Call: 905-575-2358 or 905-575-2192 (press 2)
Email: cebus@mohawkcollege.ca or cathie.duncan@mohawkcollege.ca
Web: ce.mohawkcollege.ca/managementstudies

Program of Studies

Mandatory Courses:		Hours
MGMTBPC01	Human Resource Man Studies	39
MGMTBPC02	Managerial Communications	39
MGMTBPC03	Understanding Mngrl Skills	39
MGMTBPC04	Prob Solv-Decision Making	39
MGMTBPC05	Managerial Analysis	39
MGMTBPC06	Financial Interpre & Analysis	39
Options - Choose 3:		
BUSNBU158	WSIB Eligibility Adjudication	35
BUSNBU159	WSIB Case Management Skills	35
BUSNBU491	Managing Workplace Law	30
BUSNCB436	Business Law	39
BUSNPIR19	Employment Law	39

Marketing Communications for Non-Profit Organization MRKT10038
29007 TU Apr23 Jun25 1:00-4:00 10 Classroom (FF) $232.20
29008 WE Apr24 Jun26 9:00-12:00 10 Classroom (FF) $232.20

COMPCO810 Information System 1 56
ECONEB122 Microeconomics 42
ECONEB222 Macroeconomics 42
HRESPIR20 Recruitment & Selection 39
LABRPIR08 Introduction to Industrial Relations 39
MGMT10016 The Legalities of Hiring & Firing 30
MGMTBU471 Managing by Due Diligence 30
MGMTBU497 Employment Standards & Human Right Law 30
MRKTCB158 Marketing 1 42
SAFEPIR21 Occupational Health & Safety 39

One of the following may be used in place of ONE of the above options:

INFO10077 Word Core 36
INFO10078 Excel Core 36
INFO10081 Access Core 36
INFO10082 Powerpoint 36

Human Resource Management Studies (MGMTBPC01) is offered under the Human Resources Certificate.

Employment Standards and Human Rights Law MGMTBU497

Gain an understanding of the Ontario Employment Standards Act and the Human Rights Code including employer/employee rights and obligations, legislated standards, discrimination, sexual harassment, and the exemption and compliance process.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22220	SA/SU	Jul20	Jul28	10:00-5:30	4	Classroom (FF)	$232.20

The Legalities of Hiring and Firing MGMT10016

Gain legal information about recruitment, applications, resumes, job descriptions, interviews, hiring, human rights, common law, statutory rules, evaluations, discipline, dismissals, notice periods, severance pay, just cause, employment contracts, releases and more.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22225	SA/SU	May4	May12	10:00-5:30	4	Classroom (FF)	$232.20

Managerial Communications MGMTBPC02

Further refine your written and oral presentation skills to enhance your credibility as manager.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22222	TH	Apr18	Jul11	6:00-9:00	13	Classroom (FF)	$301.86

Managing by Due Diligence MGMTBU471

Examine "Due Diligence" as the legal standard for successfully managing hiring, health & safety, workplace rights, training, discipline, independent contractors, presenteeism, terminations and documentation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22224	SU	Jun16	Jul7	10:00-5:30	4	Classroom (FF)	$232.20

NEW! Managing Customer C.A.R.E. MGMT10112

Explore total customer care. Learn to handle difficult situations and consider the imperatives of internal and external service. Lead and motivate business teams to develop what it takes to C.A.R.E. about customers.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22545	MO	Apr22	Jul8	6:30-9:30	10	Classroom (FF)	$232.20

Managing Workplace Law BUSNBU491

Examines the fundamentals of employment law with emphasis on key government statutes and legal issues affecting employees. Includes common law, labour and employment safety, discrimination, harassment and HR law.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22226	SA/SU	Apr20	Apr28	10:00-5:30	4	Classroom (FF)	$232.20

NEW! New Supervisor Competencies MGMT10111

Focus on essential skills for management hopefuls. Topics include transitioning, leadership and communication. Examine legal issues, human relations, training, coaching, delegation and working in teams.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22537	SA/SU	May25	Jun2	10:00-5:30	4	Classroom (FF)	$232.20

Manufacturing Leadership Certificate (055)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or michaelpiczak@gmail.com
Web: disted.mohawkcollege.ca/manufacturingleadership

Coaching And Developing People MGMTCMA03(SA)

Proven and practical strategies for coaching and communicating, getting work done, resolving conflict, improving performance and developing positive working relationships are presented. Manual included. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21020		May10	Aug16			Online (OL)	$520.83

Continuous Improvement Process QUALCMA06(SA)

Become familiar with the concepts, terms and methods used by today's industry to pursue continuous improvement. Manual included. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21205		May10	Aug16			Online (OL)	$520.83

Developing Effective Teams MGMTCMA04(SA)

New and aspiring supervisors develop skills in building, leading, and facilitating teams. Group problem-solving receives special attention. You will learn how various team structures can help organizations make the most of their human resources. Manual included. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21229		May10	Aug16			Online (OL)	$520.83

Supervisory Skills for Business and Industry MGMTCMA02(SA)

Supervisors will develop specialized skills such as time management, effective communication, customer relations, an understanding of complex government legislation, and an awareness of the multi-faceted approach to leadership needed
today. Manual included. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21022		May10	Aug16			Online (OL)	$520.83

The Business of Tomorrow BUSN10047(SA)

Learn to deal with issues and questions related to two manufacturing challenges: the global economy and the changing workplace. Intended for supervisors, course topics include implementing change, the impacts from global competitors, understanding the workforce 'mosaic', committing to continuous learning and helping others to do the same. Manual included. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21189		May10	Aug16			Online (OL)	$520.83

Project Management

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Introduction to Project Management HRES10013

Learn project management fundamentals and techniques based on the typical project lifecycle. Topics include: project initiating, project definition, Work Breakdown Structure, estimating effort, budgeting, scheduling, risk management, controlling resources, quality assurance, auditing and closing. 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21182		May10	Aug16			Online (OL)	$384.80
21369		Jun3	Sep9			Online (OL)	$384.80
21085		Jul2	Oct8			Online (OL)	$384.80

Project Management Scheduling Software — INFO10105

Managing vast amounts of information is both time consuming and limiting so using project software allows work to be completed more efficiently. Become familiar with functions of project planning and scheduling, resource allocation and costing, progress monitoring and reporting. Required: MS Project 2010 software. Prerequisite: Introduction to Project Management (HRES10013). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21198		May10	Aug16			Online (OL)	$384.80

Retirement Communities

Due to the aging population and the commitment from the Ministry of Health and Long-term Care to provide long term care beds in Ontario, there is an increasing demand for qualified Administrators and General Managers. This demanding career is accountable for the administration and management of the facility operations and this program allows students to have an understanding of the long-term care industry.

Background in the following subject areas is strongly recommended: Health Science/Community Services Food and Nutrition Management; Recreation and Leisure; Hospitality and Tourism (focus in Accommodation or Food and Beverage); Business Administration; and/or have relevant management experience.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/longtermcaremgt

Financial Management (Retirement Care) Communities/Long Term — FINC10008

Learn to use financial management and budgeting tools common to the private and not for profit sectors. Canadian financial infrastructure, funding and health care system also receive emphasis. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21341		May10	Aug16			Online (OL)	$367.10

Food Nutrition & Hospitality Management for Retirement — HLTH10109

Investigate nutrition for seniors, with emphasis on health and wellbeing, food service, MOH dietary standards, and organizational, team building and communication skills. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21349		May10	Aug16			Online (OL)	$367.10

HR and Labour Relations in Retirement Communities Management — HRES10020

Examine the human resources framework with emphasis on obtaining and retaining competent employees. Topics include compensation and benefits, the Human Rights Code and other relevant legislation, and collective agreements. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21107		May10	Aug16			Online (OL)	$367.10

Operational Overview in Long-term Care — HLTH10110

Examine client-centered care, with emphasis on the role of governments, and funding in health services, legal responsibilities in meeting standards, and strategic use of information technology. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21351		May10	Aug16			Online (OL)	$367.10

Resident Centred Care — HLTH10108

Analyze various issues in resident centered care, including current changes in health delivery, organizational structures and operational management and implications for nursing practice. Prerequisite: Operational Overview in Long-term Care (HLTH10110). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21348		May10	Aug16			Online (OL)	$367.10

Sales and Marketing in Long Term Care Management — BUSN10093

Explore consumer-based services marketing and sales in the Long Term Care and Retirement Communities industry. Focus on consumer behavior, marketing plan, market segmentation, the marketing mix, and sales principles. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21106		May10	Aug16			Online (OL)	$367.10

Workplace Leadership Certificate

Refer to the Human Services section.

OFFICE SKILLS

Dental Office Administration

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 6 courses
Targets the needs of those looking to work effectively in dental health offices. The main objective is to prepare the student to find work in a dental environment.

Questions?
Call: 905-575-2358
Email: cebus@mohawkcollege.ca
Web: ce.mohawkcollege.ca/dentalofficeadmin

Program of Studies

Mandatory Courses:		Hours
MGMTBU153	Dental Office Administration Intro	24
MRKT10029	Marketing & Treatment Coordination	18
INFO10115	AbelDent: Dental Office Computers	42
COMM10149	Communication & Customer Service	18
MGMT10076	Office Management	18
PERS10014	Professional Development	18

Professional Development — PERS10014

Learn the art of marketing personal skills through self-assessment, the career planning process, getting and keeping a job, improvement of self-esteem, and the reduction of stress. Practical application will be applied to the cover letter, resume and interview techniques for obtaining a job in a Dental or Health Provider's Office.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22165	SA	Apr13	Apr27	9:30-3:30	3	Classroom (FF)	$139.32

Medical Transcription Certificate (172)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 9 courses
Develop the knowledge and skills necessary for success as a Medical Transcriptionist. Learn to complete accurate transcription of complex medical reports and correspondence, within a specified time limit. Demonstrated competence in knowledge of medical terminology, English language skills, excellent keyboarding speed, and proficiency with word processing software is a prerequisite. PLAR Exams may be available for some courses.

Office Administration-Medical Diploma students will have completed all courses except Medical Transcribing 3 and 4 and are encouraged to complete these to obtain this additional credential.

Questions?
Call: 905-575-2358
Email: cebus@mohawkcollege.ca or rebekah.penuta@mohawkcollege.ca
Web: ce.mohawkcollege.ca/medtranscription

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Program of Studies

Mandatory Courses:

KEYB10008 Keyboarding
OADMOA261 Microtranscription
OADMOA323 Medical Terminology 1
OADMOA324 Medical Terminology 2
OADMOA352 Medical Transcription 1
OADMOA452 Medical Transcription 2
OADMOA552 Medical Transcribing 3
OADMOA652 Medical Transcribing 4

Options - Choose 1:

INFO10053 Computer Basics with Windows, Word & Excel
INFO10113 Computer Basics Windows Vista, Word & Excel
INFO10156 Computer Basics Windows 7, Word & Excel

Medical Terminology 1 — OADMOA323

Develop an understanding of terms and concepts related to the essentials of disease & diagnosis. NOTE: ALL TEXTS ARE REQUIRED FOR FIRST NIGHT OF CLASS.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22169	MO	Apr15	Jul13	6:00-9:30	13	Classroom (FF)	$325.08
22167	TU	Apr16	Jul9	6:00-9:30	13	Classroom (FF)	$325.08

Medical Terminology 2 — OADMOA324

Learn to correctly spell, pronounce & define medical terms related to anatomy, physiology & pathology of the body and oncology and psychiatry terms. Prerequisite: OADMOA323.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22170	MO	Apr15	Jul13	6:00-9:30	13	Classroom (FF)	$325.08
22172	WE	Apr17	Jul19	6:30-10:00	13	Classroom (FF)	$325.08

Medical Transcription 1 — OADMOA352

Learn to accurately transcribe basic medical dictation, based on established standards. Earphones and a USB storage device/recordable CD are required. Prerequisite: OADMOA261. NOTE: You must be enrolled in or have completed OADMOA323 prior to taking this course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22179	MO	Apr15	Jul13	6:00-9:30	13	Classroom (FF)	$325.08

Medical Transcription 2 — OADMOA452

Enhance your skills in transcribing complex and specialized medical dictation. Earphones and a USB storage device/recordable CD are required. Prerequisite: OADMOA352.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22186	MO	Apr15	Jul13	6:00-9:30	13	Classroom (FF)	$325.08

Medical Transcribing 3 — OADMOA552

Learn to work independently, using professional resources, to transcribe documents with varied and complex medical language. Earphones and USB storage device/recordable CD are required. 3 in-class tests to be written. Prerequisite: OADMOA452.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21542		Apr11	Jul18			Online	$293.16

Medical Transcribing 4 — OADMOA652

Consolidate knowledge and skills established in Transcribing 1, 2, and 3, to achieve a transcription production rate. Earphones and a USB storage device/recordable CD are required. 3 in-class tests to be written. Prerequisite: OADMOA552.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21544		Apr11	Jul18			Online	$293.16

Online Course? Book your exam

Book your exam online early. For instructions visit disted.mohawkcollege.ca/exam

Office Administration - General Certificate (380)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 12 courses

Become skilled in the performance of essential office tasks such as document preparation, filing, microtranscription, customer service, recordkeeping and business applications software.

Students completing this program through Continuing Education are regulated by Post-Secondary policies. Consult the Program Manager with questions pertaining to prerequisites, equivalents, graduation requirements, etc. You must complete this Certificate within a reasonable length of time or additional courses may be required for currency.

Questions?

Call: 905-575-2358 or 905-575-1212 ext. 3853
Email: cebus@mohawkcollege.ca or janet.ross@mohawkcollege.ca
Web: ce.mohawkcollege.ca/officeadmingeneral

Program of Studies

- Refer to the website to view the POS.

Some courses are offered under other certificates. Refer to the index.

Administrative Office Procedures — OADM10015

Discover skills fundamental to the pursuit of an office career. Covers filing and record management, notetaking, information distribution and reprographics, and time management. Blended learning course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22187	SA	May4	Jun15	9:00-3:00	7	Blended (FF)	$325.08

Basic Word Applications — OADMOA116

Introduces basic technical support skills related to computer hardware and software. Use MS Word 2010 to produce professional documents. Blended learning course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22188	TH	May2	Aug1	6:00-10:00	14	Blended (FF)	$420.79

Digital Transcription — OADMOA261

Gain training in the efficient operation of transcribing software and equipment to generate first-time mailable transcriptions of business-related material that are correctly spelled and grammatically accurate. Prerequisite: OADMOA116 and KEYB10008.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22191	TU	Apr30	Jul16	6:00-9:30	12	Classroom (FF)	$325.08

Information Management — INFO10021

Learn to use Outlook to manage a schedule, keep track of contacts and communicate with others. Using MS Access, identify database terminology and the database environment, create and modify tables, generate reports and forms from a table, and perform simple queries. Blended learning course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22189	MO	Apr29	Jul15	6:30-10:00	12	Blended (FF)	$325.08

Intermediate Word Applications — INFO10162

Using Word 2010 to produce professional documents. Advanced skills will be used to produce documents in a simulated office situation. Blended learning course. Prerequisite OADMOA116 and KEYB10008.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22395	TH	May2	Aug1	6:00-10:00	14	Blended (FF)	$325.08

Keyboarding — KEYB10008

Achieve a minimum speed of 35 net words per minute by using proper keyboarding techniques and computer technology. NOTE: Memory stick required for the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22192	WE	May8	Jul24	6:00-8:30	12	Classroom (FF)	$216.72

Keyboarding - Beginners — KEYBSEZ30

Develop your keyboarding skills with emphasis on speed and accuracy. NOTE: Memory stick required for first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22194	WE	May8	Jul24	6:00-9:00	12	Classroom (FF)	$278.64

Office Skills Courses

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Dental Terminology — COMM10168

Develop sound knowledge of dental terms, with an emphasis on anatomy, instrumentation and terminology specific to dental disease, prosthodontics, endodontics, periodontics, pedodontics, and malocclusion. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21145		May10	Aug16			Online (OL)	$304.28

Essentials in Health Records Management — MGMT10039

Learn professional record keeping practices with emphasis on filing, numbering and retention, qualitative analysis, confidentiality, reimbursements, regulatory and accrediting agencies and alternate health care systems. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21206		May10	Aug16			Online (OL)	$304.28

Medical Keyboarding — KEYB10005

Increase your knowledge of specific terms and improve keyboarding speed and accuracy. Includes case histories, a variety of medical reports, technical terminology and timed writings. Prerequisite: Comprehending Medical Terms and Diagnoses (HSCI10003) and keyboarding skills of 30 net words per minute. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21320		May10	Aug16			Online (OL)	$406.16

Medical OHIP Billing — OADM10010

Study the basics of efficient Health Claim Billing in Ontario. Learn to use the Schedule of Benefits and Preambles of the Ministry of Health, and examine computerized billing. Software not compatible with MAC computer. Equivalent to Health Insurance Billing (INSROA350). Prerequisite: Comprehending Medical Terms and Diagnoses (HSCI10003). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21172		May10	Aug16			Online (OL)	$346.16

Styles and Practices of Medical Transcription — HSCI10152

Learn to apply standards of style, formatting and grammar in transcribing medical documentation. The CD ROM included with the workbook provides practice opportunities in applying the standards unique to healthcare. Prerequisites: Medical Keyboarding (KEYB10005), Comprehending Medical Terms and Diagnoses (HSCI10003) and Communications (COMMLL041). Mohawk students in the full-time day program need approval from the Program Co-ordinator. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21123		May10	Aug16			Online (OL)	$346.16

Qualified Administrative Assistant

The Association of Administrative Assistants is a chartered, Canadian, non-profit professional organization. The AAA establishes a national standard of qualifications for administrative assistants and senior office personnel; reaches this standard by providing advanced education; and makes management aware of the fully qualified administrative assistants' value. Seven courses must be completed successfully within six years to qualify for the QAA certificate.

Questions?
Call: 905-575-1212 ext. 3905
Email: business.web@mohawkcollege.ca
Web: ce.mohawkcollege.ca/adminassistant or www.aaa.ca

Course offerings are listed under a variety of Diplomas and Certificates. Refer to index.

Veterinary Office Management Certificate (935)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 9 courses
Prepare for a career as a key member of the veterinary office and animal health care team. Focus on veterinary office skills including client relations and business communication, and develop fundamental knowledge of animal health care.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/veterinaryofficemgt

Admission Requirements
- Grade 12 Diploma, or equivalency and basic computer skills.

Program of Studies

Mandatory Courses:		Hours
OADM10013	Veterinary Office Skills and Procedures	42
COMM10107	Veterinary Terminology	42
HLTH10062	Basic Animal Husbandry	36
HLTH10098	Veterinary Lab Procedures	36
HLTH10071	Animal Husbandry II	36
HSCI10138	Veterinary Surgical Procedures	36
HSCI10135	Basic Veterinary Pharmacology	36
VETR10000	Veterinary Anaesthesia	36
BUSN10034	Building and Maintaining Customer Relationships	48

Veterinary Office Skills & Procedures — OADM10013

Explore veterinary administrative and clerical procedures, including medical record keeping, filing, message taking, and collection of information. Communication skills, professionalism and working in a team environment are also covered.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21216		May10	Aug16			Online (OL)	$346.16

Veterinary Terminology — COMM10107

Examine effective communication within the veterinary office. Focus on terminology and word structure together with basic study of anatomy and physiology to enhance communication with the doctor, colleagues and clients.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21217		May10	Aug16			Online (OL)	$346.16

Basic Animal Husbandry — HLTH10062

Develop basic knowledge of anatomy, nutrition and behaviour of dogs, cats, ferrets and rabbits. Consider veterinary diseases, especially zoonotics, and the importance of a clean, well organized hospital. Prerequisite: Veterinary Terminology (COMM10107).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21180		May10	Aug16			Online (OL)	$304.28

Animal Husbandry II — HLTH10071

Develop basic knowledge of the anatomy, nutrition and behaviour of horses, pigs, cows, sheep and goats. Explore veterinary diseases, especially zoonotics, and appropriate restraint and safety procedures around large animals. Prerequisite: Basic Animal Husbandry (HLTH10062).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21195		May10	Aug16			Online (OL)	$304.28

Veterinary Lab Procedures — HLTH10098

Enhance your understanding of laboratory and radiology and procedures and common practices in a veterinary hospital. Proper preparation of laboratory samples, safety procedures, and appropriate techniques receive emphasis. Prerequisite: Animal Husbandry II (HLTH10071).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21017		May10	Aug16			Online (OL)	$304.28

Veterinary Surgical Procedures — HSCI10138

Consider basic procedures for common veterinary surgeries. Topics include pre and post-op duties, handling and cleaning of surgical instruments, sterile and non-sterile techniques, and appropriate behaviour during surgery and record keeping. Prerequisite: Veterinary Lab Procedures (HLTH10098).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21354		May10	Aug16			Online (OL)	$304.28

Basic Veterinary Pharmacology — HSCI10135

Enhance your basic pharmacy skills and develop understanding of veterinary pharmacology. Focus on the pharmacodynamics and pharmacokinetics of common veterinary drugs, and the regulations which govern their use. Prerequisite: Veterinary Lab Procedures (HLTH10098).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21052		May10	Aug16			Online (OL)	$304.28

Veterinary Anaesthesia — VETR10000

Focus on the fundamentals of Veterinary Anaesthesia, with emphasis on equipment, preparing animals for anaesthesia, monitoring and the post anaesthetic period. Prerequisite: Basic Veterinary Pharmacology (HSCI10135).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21387		May10	Aug16			Online (OL)	$304.28

Building and Maintaining Customer Relationships — BUSN10034

Develop your understanding of customer service, the skills associated with identifying and meeting the needs of customers and fostering an environment that encourages repeat business.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21157		May10	Aug16			Online (OL)	$384.80

Ward Clerk Certificate (163)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Develop essential skills for employment as a hospital ward clerk/secretary. Completion of medical keyboarding is strongly recommended to enhance your employment opportunities.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/wardclerk

Admission Requirements

- Grade 12 diploma, or equivalency, and basic computer skills.
- Experience in the health care setting is an asset.

Program of Studies

Mandatory Courses:		Hours
HSCI10003	Comprehending Medical Terms and Diagnoses	42
HSCI10157	Medical Terminology II - Pronunciation	36
HSCI10024	Pharmacology for the Medical Office	36
HSCI10002	Medical Conditions for Medical Office Professionals	36
COMM10021	Working and Communicating in a Medical Setting	36
HSCI10025	Understanding Medical Tests for Medical Office Staff	36
HSCI10026	Understanding Surgical Procedures for Medical Office Staff	36

Medical Keyboarding (KEYB10005) is strongly recommended.

Comprehending Medical Terms and Diagnoses — HSCI10003

Develop the language required to communicate in a medical setting. Focus on medical terminology, word structure, diagnostic procedures and pharmacology related to body systems. Equivalent to Medical Terminology (OADMOA323).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21001		May10	Aug16			Online (OL)	$346.16
21370		Jun3	Sep9			Online (OL)	$346.16
21062		Jul2	Oct8			Online (OL)	$346.16

Medical Conditions for Medical Office Professionals — HSCI10002

Examine common medical conditions and review pertinent anatomy and physiology. Consider the relationship of aging on the body's systems. Open to those currently working in healthcare or those interested in this career direction.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21000		May10	Aug16			Online (OL)	$304.28

Medical Terminology II - Pronunciation — HSCI10157

Enhance your understanding of medical terminology studied previously with emphasis on pronunciation. Use audio files to master the pronunciation of medical terms involving body systems. You must submit recorded audio files for evaluation. Required: speaker and microphone. Prerequisite: Comprehending Medical Terms and Diagnoses (HSCI10003). NOT equivalent to Medical Terminology 2 (OADMOA324).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21396		May10	Aug16			Online (OL)	$304.28

Pharmacology for the Medical Office — HSCI10024

Develop an understanding of how drugs work, drug classifications, methods of administration, and the major drug groups affecting the various body systems. This course will interest people currently employed or those aspiring to employment in health related areas.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21291		May10	Aug16			Online (OL)	$304.28

Understanding Medical Tests for Medical Office Staff — HSCI10025

Enhance your understanding of the nature, purpose and requirements of common medical tests to assist patients before, during and after testing. Intended for current medical office staff or those interested in this career. Recommended: Comprehending Medical Terms and Diagnoses (HSCI10003).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21296		May10	Aug16			Online (OL)	$304.28

Understanding Surgical Procedures for Medical Office Staff — HSCI10026

Develop knowledge of common surgical procedures to educate patients about appropriate pre and post-surgery requirements. Intended for those currently employed as medical office professionals or those interested in this career. Recommended: Comprehending Medical Terms and Diagnoses (HSCI10003).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21297		May10	Aug16			Online (OL)	$304.28

Working And Communicating in a Medical Setting — COMM10021

Develop your communication skills, with emphasis on verbal and nonverbal communication, communication systems, ethical behaviour, confidentiality, stress and time management, hospital organization and human relations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21292		May10	Aug16			Online (OL)	$304.28

Get Started Online

We've gone green! Start Up Information for Online (OL) (OntarioLearn) courses is available on the Mohawk website **only** at disted.mohawkcollege.ca/getstarted

Creative and Visual Arts / Interdisciplinary Studies

CERTIFICATES AND COURSES

Read more at
ce.mohawkcollege.ca/creative

Create, perform, imagine, produce. Find (and feed!) your muse at Mohawk.

Master a medium, or explore an art form. Take a place in the spotlight, or shine from behind the scenes. Make the most of your ambition to create, design, produce, perform and communicate. Choose from a brilliant selection of courses in the arts and applied arts and explore a career while you realize a dream. Learn the craft and the business of art, and a hands-on understanding of an exciting, rewarding industry.

Painting your future

Being one of the most economical filming cities, Hamilton is attracting major Hollywood and Canadian production companies.*

Credit where credit is due

You may qualify for credits that can be awarded for skills and knowledge acquired in other courses, or in your personal work experience. See page 129 for details about Prior Learning Assessment and Recognition (PLAR).

Ready for your Certificate? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

*www.investinhamilton.ca/why-hamilton/top-ten-reasons/

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AESTHETICS/COSMETICS

Aesthetics Certificate (026)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 13 courses

Prepare for a career in the growing field of aesthetics. Develop knowledge and practical skills including skin care and treatments, product knowledge, waxing, manicuring, salon management and customer relations.

Questions?

Call: 905-575-1212 ext. 3489
Email: jakki.polyoka@mohawkcollege.ca
Web: ce.mohawkcollege.ca/aesthetics

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses:		Hours
ASTHAES02	Aesthetics: Skin Care I	39
ASTHAES03	Aesthetics: Skin Care II	39
ASTHAES04	Aesthetics: Skin Care III	39
ASTHAES05	Aesthetics: Massage & Treatment	39
ASTHWS144	Makeup Artistry	36
ASTHWS305	Manicure/Pedicure-Care & Techniques	33
ASTHWS306	Waxing	39
BIOLHZA34	Biology Preparatory	39
FASHWS013	Colour Theory For Fashion & Makeup	36
MRKTWS136	Business & Marketing for the Cosmetic Industry	33
MRKTWS143	Professional Selling in Cosmetics	33
WORKWS034	Work Experience Option	30
Options - Choose 1:		
ASTH10000	Hot Stone Massage	36
ASTHWS031	Makeup: Paramedical & Camouflage	39
ASTHWS244	Makeup Artistry II	36
ASTHWS405	Spa Manicure/Pedicure Applications	33
ASTHWS905	Gel & Acrygel Applications	39
PERSWS444	Makeup: Bridal, Glamour, Runway	33

Daytime Program

The Aesthetics, Nail Technician and Applied Cosmetics Certificates are offered as day-time, three semester programs. On successful completion you will receive three Certificates. You require approval from the Program Manager before registering for day time courses.

For information, application or an appointment contact 905-575-1212 ext. 3489 or jakki.polyoka@mohawkcollege.ca

Come and enjoy a specialized treatment at the BEAUTY BUZZ SALON!

Students from the Aesthetics/Nail Technician programs will be taking appointments. Day and evening appointments available from March to June 2013. Contact the salon at 905-575-1212 ext. 3274 or jakki.polyoka@mohawkcollege.ca

Aesthetics: Skin Care I — ASTHAES02

Advance your knowledge of the skin, study product formulation and make choices based on in-depth skin analysis. Textbook extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22245	TU	Apr9	Jul2	6:30-9:30	13	Classroom (FF)	$301.86

Aesthetics: Skin Care III — ASTHAES04(SA)

Enhance your understanding of salon procedures and equipment, working with live models. You provide models for practical applications. Prerequisite: ASTH AES03 Skin Care II

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22247	WE	Apr10	Jul3	1:00-4:00	13	Classroom (FF)	$351.86

Aesthetics: Body Massage & Treatments — ASTHAES05(SA)

Course incorporates theory and practical application of: complete body relaxation massage, head massage, and back treatment. Topics presented for discussion purposes include lymphatic drainage, body wraps, body exfoliation, hydrotherapy and sunless tanning. Prereq: ASTHAES04 or equivalent. Manual included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22244	WE	Apr10	Jul3	9:30-12:30	13	Classroom (FF)	$351.86

Waxing — ASTHWS306

Learn application procedures for hair removal including sanitation and business requirements. You are responsible for providing models for practical sessions. Supplies included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22249	TH	Apr11	Jul4	6:30-9:30	13	Classroom (FF)	$471.86

Business & Marketing For The Cosmetics Industry — MRKTWS136(SA)

Learn effective business and marketing techniques for starting a cosmetics business. Focus on freelance work, networking, advertising, product inventory and customer service.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22248	MO	Apr8	Jul8	9:30-12:30	11	Classroom (FF)	$265.42
29033	TU	Apr9	Jul18	6:30-9:30	11	Classroom (FF)	$265.42

Work Experience Option — WORKWS034(SA)

Integrate classroom theory and practical experience in the work place. You must arrange your own work place location and supervisor and receive approval from the Certificate Program Manager BEFORE registering in this course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22250						FieldWork	$211.50

Applied Cosmetics Certificate (830)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses.

Are you interested in a career in retail cosmetics, or looking for personal development? Develop practical training and knowledge in skin analysis and care, colour theory, make up applications and theory, corrective techniques, merchandising and sales.

Questions?

Call: 905-575-1212 ext. 3489
Email: jakki.polyoka@mohawkcollege.ca
Web: ce.mohawkcollege.ca/cosmetics

Admission Requirements

- Successful Completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses:		Hours
ASTHWS144	Makeup Artistry	36
ASTHWS244	Makeup Artistry II	36
FASHWS013	Colour Theory for Fashion & Makeup Co-ordination	36
MARKTWS143	Professional Selling in Cosmetics	33
Option Group 1 - Choose 1:		
ASTHWS101	Cosmetology	39
ASTHAES02	Aesthetics Skin Care 1	39
Option Group 2 - Choose 1:		
ASTHWS305	Manicure/Pedicure-Care & Techniques	33
ASTHWS306	Waxing	39
ASTHWS136	Business & Marketing for the Cosmetic Industry	33
ASTHWS344	Makeup: Portfolio Development	36
PERSWS444	Makeup: Bridal, Glamour, Runway	33
WORKWS034	Work Experience Option	30

Colour Theory for Fashion and Make-Up Co-Ordination — FASHWS013

Study colour theory, style analysis, figure analysis, and image profile to develop a well accessorized wardrobe with co-ordinated makeup shades. Supplies included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22251	TH	Apr11	Jun27	7:00-10:00	12	Classroom (FF)	$338.64

Cosmetology 1 — ASTHWS101

Develop your knowledge of skin care, with emphasis on analysis of skin types, product knowledge, hygiene and nutrition.
EQUIVALENT: ASTHAES02

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22252	TU	Apr9	Jul2	6:30-9:30	13	Classroom (FF)	$301.86

Make-Up Artistry — ASTHWS144

Explore makeup fundamentals for various applications through practical demonstration and applications. Kit included for daytime.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22253	MO	Apr8	Jul8	7:00-10:00	12	Classroom (FF)	$278.64

Make-Up Artistry II — ASTHWS244

Develop skills in make-up applications for Black and White and Colour photography, television and specialized looks for daytime and evening. Prerequisite: ASTHWS144 or equivalent. Students are responsible for their own models.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22254	MO	Apr8	Jul8	6:30-9:30	12	Classroom (FF)	$278.64

Professional Selling In Cosmetics — MRKTWS143

Develop selling skills and techniques you need to improve cosmetic sales. Topics also include resume writing and interview skills to "get the job".

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22255	WE	Apr17	Jun19	6:30-9:30	11	Classroom (FF)	$255.42

Haircare Courses

Hair Cutting — ASTH10002

Learn basic cutting and styling techniques using a mannequin. Supplies included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22264	MO	Apr15	Jun3	7:00-10:00	7	Classroom (FF)	$237.54

Hair Colour and Perm — ASTH10003

Enhance your styling techniques with emphasis on hair colouring and perming. You must provide models or mannequins for practical application sessions. Supplies cost approx. $60.00

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22263	WE	May15	Jun26	7:00-10:00	7	Classroom (FF)	$162.54

Make-Up Artistry Certificate (056)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement:11 courses

Benefit from professional training in make-up artistry and related service areas, including make up techniques for theatre, photography, paramedical, film, television and fashion applications. Ideal skills enhancer for aesthetics, hairdressers, cosmetic retailers.

Questions?

Call: 905-575-1212 ext. 3489
Email: jakki.polyoka@mohawkcollege.ca
Web: ce.mohawkcollege.ca/makeupartistry

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses: — **Hours**

ASTHWS029 Makeup: Theatrical & Special Effects 36
ASTHWS031 Makeup: Paramedical & Camouflage 39
ASTHWS101 Cosmetology 39
ASTHWS144 Makeup Artistry 36
ASTHWS244 Makeup Artistry II 36
FASHWS013 Colour Theory for Fashion & Makeup Co-ordination 36
MRKTWS136 Business & Marketing for the Cosmetic Industry 33
PERSWS444 Makeup: Bridal, Glamour, Runway 33
HRSY10010 Hairstyling for the Makeup Artist 24

Options - Choose 2:

ASTHWS032 Makeup: Theatrical & Special Effects II 33
ASTHWS344 Makeup: Portfolio Development 36
WORKWS034 Work Experience Option 30

Make-Up - Theatrical & Special Effects — ASTHWS029

Develop your skills in make up artistry, with emphasis on theatrical and special effects make up and prosthetics. Supplies included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22259	TU	Apr9	Jun25	6:30-9:30	12	Classroom (FF)	$353.64

Make Up: Paramedical & Camouflage Therapy — ASTHWS031(SA)

Learn corrective makeup techniques to conceal skin disorders or scarring. Examine makeup formulation and suitability, application, psychological aspects, communication and patient documentation needed to work effectively in a clinical setting. Previous makeup or medical experience is necessary. You provide models for practical applications.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22258	TU	Apr9	Jul2	9:30-12:30	13	Classroom (FF)	$361.86

Makeup:Portfolio Development — ASTHWS344

Specialize in applications of makeup for photography. Learn the do's and don'ts of what to include to build your professional portfolio. Colour and black & white photography will be used to achieve those special looks (5 photos included). Students must supply their own models. Material fees included. Prereq: ASTHWS244 Makeup Artistry II.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22261	WE	Apr10	Jun26	6:30-9:30	12	Classroom (FF)	$419.89

Make-Up: Bridal, Glamour, Runway — PERSWS444(SA)

Enhance your knowledge of make-up, colour choices and applications for special occasions. You must supply your own models. Prerequisite: WS244 Make-up Artistry II or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22260	TU	Apr9	Jun18	1:00-4:00	11	Classroom (FF)	$265.42

Hairstyling for the Makeup Artist — HRSY10010

A beginners approach to Session/Editorial hairstyling, from basic fundamentals such as fashion concepts and blow drying, to the more complex art of extension placement and hair pieces. It is becoming more common that Session artists know the fundamentals of hairstyling as well as makeup application. Having these combined skills will assist the artist to be more marketable based on their versatility. Supplies extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22265	MO	Apr8	Jun3	6:30-9:30	8	Classroom (FF)	$270.76

Make-Up Artistry Workshops

Air Brush Makeup — ASTH10004

Learn how to do the "flawless finish" with the art of Air Brush Makeup. Air brush gun & compressor required OR pre-orders available up to one week prior to course. Cost $350+HST for basic starter kit. Email jakki.polyoka@mohawkcollege.ca.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22262	SU	May12	May12	9:30-12:30	1	Classroom (FF)	$30.00

Nail Technician Certificate (027)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Enhance your knowledge and skills, as preparation for employment or your own business. Focus on sanitation and hygiene, diseases and disorders, massage techniques, artificial applications, nail art, client care and business procedures.

Questions?
Call: 905-575-1212 ext. 3489
Email: jakki.polyoka@mohawkcollege.ca
Web: ce.mohawkcollege.ca/nailtechnician

Admission Requirements
- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses:		Hours
ASTHWS101	Cosmetology	39
ASTHWS305	Manicure/Pedicure-Care & Techniques	33
ASTHWS405	Spa Manicure/Pedicure Applications	33
ASTHWS905	Gel & Acrygel Applications	39
ASTHWS906	Sculpted Nail Enhancements	33
MRKTWS136	Business & Marketing for the Cosmetic Industry	33

Manicure, Pedicure - Care And Techniques — ASTHWS305

Learn to recognize healthy nails and understand their growth, diseases and care. Develop manicure and pedicure techniques, using appropriate equipment. You must provide models for practical applications and evaluations. Supplies and textbook included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22256	MO	Apr15	Jul8	6:30-9:30	11	Classroom (FF)	$688.42

Sculpted Nail Enhancements — ASTHWS906(SA)

Develop skill in various aspects of nail art and sculpture enhancement. You must provide models for practical sessions. Supplies included. Prerequisite ASTHWS905

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22257	MO	Apr8	Jul8	1:00-4:00	11	Classroom (FF)	$535.42

COMMUNITY TRAINING SOLUTIONS

Our mandate is to deliver government and community funded initiatives in response to community workforce development and training needs. Take advantage of our programming mix that includes adult and youth academic preparation, employment and career services, and specialized skills training.

Questions?
Call: 905-575-2024 or toll free 1-866-891-2011
Email: muzeria.nuredini@mohawkcollege.ca
Web: www.mohawkcollege.ca/community-training

Visit our NEW Community Welcome Centre, Room J137, Fennell Campus, for the following services:

Academic Upgrading - mohawkcollege.ca/au

Academic Preparation Programs
Take advantage of these free opportunities to upgrade your academic skills to realize your personal employment or educational goals. These programs are conveniently offered during the day and the evening.

The academic upgrading streams offer adult learners:
- A personal academic assessment
- An individualized "Learning Plan"
- Self-paced and goal-oriented learning
- A learner-centered teaching approach
- Flexible hours and continuous intake
- Free GED Preparation

Academic Upgrading
Achieve Grade 12 equivalency in Math and English. Ask us about Biology, Physics and Chemistry upgrading.

Skilled Trades
Benefit from targeted academic preparation for apprenticeship training.

Literacy & Basic Skills for the Workplace
Focus on academic preparation to improve employment opportunities, and foster independence. Develop basic computer and technology skills, employability and self-management skills.

Questions?
Call: Hamilton 905-575-2029
Brantford 519-758-6083 or 905-575-1212 ext. 6083

Deaf Empowerment Program
Benefit from academic upgrading in math, reading, writing, basic computer and employability skills program taught in ASL by deaf instructors in a learner-centred environment. You may attend the day program, at the Fennell Campus. Offering continuous intake, this is a learning outcomes based literacy program. Ontario residents, eligible to work in Ontario, may attend this program at no cost.

Questions?
Voice: 905-575-2029 or toll free 1-866-891-2011
TTY: 905-575-2436
Email: dep@mohawkcollege.ca

These Employment Ontario programs are funded by the Ontario Government.

Community Employment Services

Questions?
Call: 905-575-2177 or toll free 1-866-891-2011
Email: jobs@mohawkcollege.ca

Visit the Community Welcome Centre, Room J137.

Community Employment Services provides FREE services for anyone in the community seeking employment and/or training.

Services provided:
- Individual job search assistance
- Creating an effective resume
- Improving interview techniques
- Upgrading and training opportunities

Our Location:
Hamilton Mountain at Fennell Campus
- Hours: Monday-Friday 8:30 a.m. to 4:30 p.m., Tuesdays 8:30 a.m. to 7:00 p.m.

This Employment Ontario program is funded in part by the Government of Canada.

Pre-Apprenticeship Training Programs

Interested in securing an apprenticeship? Check out Mohawk College's Pre-Apprenticeship training programs. Specific trade program offerings are based on labour market demand and industry support.

In addition to Basic Level 1 in-school trades training, these full-time day programs include: pre-trades training, trade specific safety training and a mandatory work experience component.

Program offerings are funded by and subject to MTCU approval.

Questions?
Call: 905-575-2301 or toll free 1-866-891-2011
Email: debbie.dedauw@mohawkcollege.ca
Web: www.mohawkcollege.ca/preapp

Second Career

Second Career is an Ontario government program to help people who have been laid off. The program can help unemployed workers who commit to a long-term training plan make the transition to new careers in growing areas of the economy.

Two Locations:
- **Hamilton Mountain at Fennell campus**
- **East Hamilton/Stoney Creek at STARRT Institute**

Questions?
Call: 905-575-2177 or toll free 1-866-891-2011
Email: secondcareer@mohawkcollege.ca or jobs@mohawkcollege.ca

Summer Jobs Service (SJS)

SJS supports employment for students from April to August. It provides direct access to summer jobs for students aged 15-30, who are planning to return to school in the fall. Students can also participate in open workshops to gain knowledge and skills to find jobs. Participating employers receive a wage subsidy and access to students who are ready and willing to work in the summer.

Questions?
Call: 905-575-2368 or toll free 1-866-891-2011
Email: sjs@mohawkcollege.ca

Fennell Campus

- Hamilton Mountain at Fennell campus
- East Hamilton/Stoney Creek 211 Centennial Pkwy, Unit 4.

This Employment Ontario program is funded by the Ontario Government.

Academic and Career Entrance (ACE)

Academic and Career Entrance (ACE) courses are non post-secondary courses designed to prepare you to succeed in post-secondary and apprenticeship training. They are accepted as OSSD equivalent by colleges and Apprenticeship for purposes of admission. There are 10 ACE courses available. Most students participate in the courses they need to meet the prerequisites for admission to further their education.

To receive an ACE Acknowledgment of Completion, you must successfully complete the Communications (English or Francais) course, a Mathematics course and any 2 courses from the list below.

Questions?
Call: 905-575-2706
Email: shelley.kitchen@mohawkcollege.ca

Admission Requirements
All students wishing to enroll in an ACE online course must first complete the Learn to Learn course. This 20 hour online course will help to determine if you have the necessary personal, computer and academic skills to successfully participate in ACE online courses. To register for the Learn to Learn course, please visit www.acedistancedelivery.ca to fill out an application.

ACE Chemistry, Biology and Communications are not available until Fall 2013. Contact Shelley Kitchen at shelley.kitchen@mohawkcollege.ca for registration details.

ACE courses are also available during the day and part-time, for further information please contact sheila.safranyos@mohawkcollege.ca

ACE Apprenticeship Math — MATH10047(SA)

Enhance skills developed in Core Mathematics in preparation for apprenticeship study. Topics include number sense and algebra; measurement and geometry; proportional reasoning; analytic geometry; relations and functions; trigonometric functions; statistics; and personal finance. Prerequisite: ACE Core Math (MATH10045). 100 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21034		Apr1	Sep2		Online (OL)		

ACE Business Mathematics — MATH10046(SA)

Enhance your skill with business-related mathematics. Topics include arithmetic and geometric sequences and series; simple and compound interest; annuities; exponential growth; retail mathematics; data analysis; and solving various mathematical problems. Prerequisite: ACE Core Math (MATH10045).120 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21027		Apr1	Sep2		Online (OL)		

ACE Computers — COMP10083(SA)

Become comfortable using computer hardware and software (2 types) and online communication tools such as the Internet. Learn to generate documents, using popular application software. Ethical and safety issues associated with computer use are also discussed. 100 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21036		Apr1	Sep2		Online (OL)		

ACE Core Math — MATH10045(SA)

Develop foundational skills in numeric and algebraic operations; measurement and geometry; collecting, displaying and analyzing data; mathematical relationships; statistics and probability; simple and compound interest; and everyday finance. 120 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21029		Apr1	Sep2		Online (OL)		

ACE Physics — PHYS10000(SA)

Develop an understanding of physical concepts and principles and learn to apply them to various practical systems. Explore forces and motion; energy and simple machines; waves, sound, light, and optics; electricity and magnetism; and hydraulic and pneumatic systems. Prerequisite: ACE Core Math (MATH10045). 120 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21031		Apr1	Sep2		Online (OL)		

ACE Self Management and Self Direction — CRED10044(SA)

Develop knowledge, skills, and behaviours to enhance academic, employment and personal effectiveness. Focus on areas such as self reflection, critical thinking, goal setting, study skills, organizational skills, group dynamics, and career/employment exploration. 80 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21032		Apr1	Sep2		Online (OL)		

ACE Technology Math — MATH10044(SA)

Enhance algebraic skills mastered in Core Mathematics in preparation for technology study. Learn to solve applied problems involving trigonometry, polynomial/rational exponential expressions, polynomial/exponential/logarithmic functions, and geometric principles and measurement. Prerequisite: ACE Core Math (MATH10045).120 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21033		Apr1	Sep2		Online (OL)		

DESIGN SKILLS

Floral Techniques - Basic Certificate (805)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses
Explore the principles and practices of floral design including form, technique, composition, colour, plant identification and care and handling. Learn to create floral arrangements for any occasion with creative expression and originality.

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/floral

Admission Requirements
- Successful completion of Senior Secondary School English or equivalent.
- Some manual dexterity is required for the use of sharp tools.

Program of Studies

Courses should be completed in the sequence listed:

Mandatory Courses:		Hours
FLORFC001	Basic Techniques & Colour Harmonies	30
FLORFC004	Materials For Design	30
FLORFC005	Designing With Exotics	30
FLORFC002	Wedding Work & Special Occasions	36
FLORFC003	Special Floral Tributes	30
FLORFC205	Style Trends In Design	30
FLORFC006	Special Design Workshop	30

Cost of materials is your responsibility.

Techniques And Color Harmonies - Basic — FLORFC001

Study the care and handling of flowers, elements and principles of design, and colour harmonies. Complete flower arrangements in fresh and artificial material. Supplies will be discussed at the first class. A kit including equipment, supplies, and textbook is available for purchase (approx. $70). Does not include fresh/artificial product.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22117	TU	Apr23	Jun25	7:00-10:00	10	Classroom (FF)	$232.20
22118	WE	Apr24	May22	9:30-4:00	5	Classroom (FF)	$232.20
22553	MO-FR	Jul8	Jul12	9:30-4:00	5	Classroom (FF)	$232.20

Materials For Designs — FLORFC004

Explore various materials used effectively in creating floral arrangements. Introduction to different holding mediums used in creating designs relating to 4 major historical time periods. Cover fresh garlands, miniatures, wreaths and display work. Kit available. Prerequisite: FLORFC001.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22120	WE	Apr17	Jun19	7:00-10:00	10	Classroom (FF)	$232.20
22121	WE	Jun5	Jul3	9:30-4:00	5	Classroom (FF)	$232.20

Special Floral Tributes — FLORFC003

Learn to design elegant, large scale floral tributes for the bereaved. Fresh and artificial materials will be used. Kit available. Prerequisites: FLORFC001 & FLORFC004.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22123	TU	Apr16	May14	9:30-4:00	5	Classroom (FF)	$232.20

Style Trends in Design — FLORFC205

Explore the latest trends in floral design, with emphasis on advanced and innovative design styles that combine line, form, texture and colour. Prerequisites: FLORFC001, FC002, FC003, FC004, FC005. Kit available.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22124	TU	May28	Jun25	9:30-4:00	5	Classroom (FF)	$232.20

Floral Design Courses

Florals To Wear — FLOR10013

Learn the latest trends and creative ideas for a variety of corsages, boutonnieres and body wear flowers. Prerequisite: FLORFC006 or floral industry experience. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22554	TH	Apr25	May2	9:30-4:00	2	Classroom (FF)	$92.88

Bridal Bouquets-Advanced Techniques — FLOR10012

Perfect your detailing techniques for personalizing bridal bouquet designs and adding special touches for the discriminating bride. Prerequisite: FLORFC006 or floral industry experience. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22555	TH	May16	May23	9:30-4:00	2	Classroom (FF)	$92.88

Floral Workshops

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Supplies are required. Some are available from the instructor/College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Easy Flower Arranging — FLORGI601

Learn to attractively arrange a simple vase and a centerpiece arrangement using fresh flowers. See innovative ideas to create arrangements using inexpensive containers, and simple accessories. Get tips on care and handling of fresh, silk flowers and greens. Kit available for purchase or your own choice.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22721	SA	Apr20	Apr20	9:30-2:30	1	Classroom (FF)	$49.93

Living Wreath — FLORGI226

Create a great gift for Mother's Day or for yourself, that can be used indoors or outdoors. Learn how to construct the base and insert a variety of perennials or annuals of your choice and watch it grow throughout the summer. Some supplies available for purchase.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22720	FR	May10	May10	6:30-9:30	1	Classroom (FF)	$29.96

Table Centrepiece Arrangement — FLORGI686

Add a special touch to a Mother's Day table that you made yourself! Easy to follow directions, complete a horizontal style with fresh cut long lasting flowers and greens. If preferred, add candles for a finishing touch. Then create a beautiful fresh topiary tree. Supply list outlines a selection of ideas. Kit available for purchase.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22722	SA	May11	May11	9:30-12:30	1	Classroom (FF)	$29.28

Floral Arrangement - Custom — FLORGI553

Everlasting arrangements give that special touch to today's interior decor. Let's take a basket, vase, urn, or interesting container and create your own innovative arrangement. There's a wide assortment of floral material (natural materials or silks) that is inexpensive. A selection of ideas will be outlined in the materials list. Kit provided or your own choice.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22723	SA	May25	May25	9:30-12:30	1	Classroom (FF)	$29.96

Interior Decorating Certificate (178)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 13 courses

Develop or enhance your skills in residential decorating. Study with professional consultants to develop your creative skills and practical knowledge.

Courses are recognized by the CDECA.

Questions?
Call: 905-575-2025 or 905-318-4295 mailbox 1736
Email: crearts@mohawkcollege.ca or wendy.hodgkins1@mohawkcollege.ca
Web: ce.mohawkcollege.ca/interiordecorating

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

The first four courses must be taken in the order listed below. The + courses can be taken any time during the program. The ++ courses can be taken when the prerequisites have been met.

Mandatory Courses:		Hours
CREAHF215	Colour Principles	30
CREAHF205	Design Principles	30
TDRWHF203	Basic Drafting ++	30
METRHF230	Estimating ++	30
TEXT10029	Fabrics for Interiors +	30
CREA10029	Residential Lighting +	30
CREA10034	Understanding Floors & Furniture +	30
CREA10030	Soft Furnishings & Window ++	30
CREA10031	Accessorizing the Home ++	30
CREA10033	Creative Design Presentations ++	30
CREAHF240	Interior Design Studio	30
Options - Choose 2:		
CREA10036	Creative Paint Techniques	30
CADM10014	3-D Computer Drafting ++	30
CREA10035	Kitchen & Bathroom Concepts	30
SBMG10001	Business Strategies for Interior Decorators ++	30

Accessorizing the Home — CREA10031

Learn to enhance indoor and outdoor spaces with the right accessories to convey a theme. Prerequisites: CREAHF215 and CREAHF205.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21564	MO	Apr15	Jun24	7:00-10:00	10	Classroom (FF)	$232.20

Colour Principles — CREAHF215

Explore the theory, psychology and coordination of colour in residential interiors. Purchase of supplies (approx. $120 required).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21565	TU	Apr16	Jun18	6:30-9:30	10	Classroom (FF)	$232.20

Design Principles — CREAHF205

Learn professional strategies for selecting and placing furniture and transforming decorating dreams into stunning interiors.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21569	WE	Apr17	Jun19	7:00-10:00	10	Classroom (FF)	$232.20

Estimating — METRHF230

Learn to estimate and measure for flooring, fabrics and finishes used in today's interiors. Prerequisites: CREAHF215, CREAHF205, TDRWHF203.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21568	WE	Apr17	Jun19	6:30-9:30	10	Classroom (FF)	$232.20

Residential Lighting — CREA10029

Learn to use incandescent, fluorescent and halogen lights, decorative fixtures and accent lighting to beautify residential interiors.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21566	TU	Apr16	Jun18	7:00-10:00	10	Classroom (FF)	$232.20

Soft Furnishings and Window Treatments — CREA10030

Discover how different drapery treatments, accessories and accents add the perfect finishing touches. Prerequisites: CREAHF215, CREAHF205, METRHF230, TDRWHF230.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21571	MO	Apr15	Jun24	7:00-10:00	10	Classroom (FF)	$232.20

Understanding Flooring and Furniture — CREA10034

Focus on the fundamentals of furniture design and construction and flooring choices for finished and functional interiors.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21567	TU	Apr16	Jun18	6:30-9:30	10	Classroom (FF)	$232.20

3-D Computer Drafting — CADM10014

Create professional floor plans, elevations and perspective views using basic computer software.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21570	TH	Apr18	Jun20	7:00-10:00	10	Classroom (FF)	$232.20

Upholstery-Furniture Certificate (159)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Gain practical skills and knowledge for work in the upholstery industry. Employment opportunities may be found with manufacturers, furniture stores, refinishing firms or in your own business. Focus on handling of equipment and safety, fabrics, trims, other materials and hardware. Complete 4 new and 2 re-upholstery projects.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/upholstery

Admission Requirements

- Completion of Senior Secondary School English or equivalent.
- Some manual dexterity is required for the use of sharp tools.

Program of Studies

Mandatory Courses:		Hours
CREAUPH01	Upholstery 1 Level 1	30
CREAUPH02	Upholstery 1 Level 2	30
CREA10020	Upholstery 1 Level 3 - Part 1	36
CREA10021	Upholstery 1 Level 3 - Part 2	36
CREA10013	Upholstery 1 Level 4	33
CREA10014	Upholstery 1 Level 5	33
CREA10015	Upholstery 1 Level 6	33

Cost of materials for class projects is your responsibility.

Upholstery 1 - Level 6 — CREA10015
29081 TU Apr16 May28 9:30-4:00 7 Classroom (BF) $255.42

Upholstery 1 - Level 1 — CREAUPH01

Learn upholstery basics with emphasis on tool safety, using an industrial sewing machine, fabric selection, estimating, layout and cutting, working with padding, various foams and different hardware. Complete a footstool project. Kit available at an additional cost. Tool purchases required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22112	MO	Apr15	Jun24	6:30-9:30	10	Classroom (BF)	$232.20
22111	MO	Apr15	May13	9:30-4:00	5	Classroom (BF)	$232.20

Upholstery 1 - Level 2 — CREAUPH02

Enhance skills in measuring, layout, estimating, padding, webbing, springs, and more. Upholster a Slipper Chair as a course project. Kit provided at an additional cost. Prerequisite: CREAUPH01.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22113	MO	May27	Jun24	9:30-4:00	5	Classroom (BF)	$232.20

Upholstery 1 - Level 3 - Part 1 — CREA10020

Enhance skills in measuring, layout, sewing, marking and estimating for a Wing Chair project. Focus on installation of no sag springs and padding. Kit provided at additional cost. Prerequisite: First 3 courses.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22115	MO	Jun3	Jul15	9:30-4:00	6	Classroom (BF)	$278.64

Upholstery 1 - Level 4 — CREA10013

Further development of upholstery skills are covered. Attention will be given on the proper layout, installing of springs, padding Project will be a Tub Chair . Kit available at an additional cost. Prerequisites: First 2 courses. The last class will be 1/2 day.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22114	MO	Apr15	May27	9:30-4:00	6	Classroom (BF)	$255.42

Upholstery Courses

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Upholstery Know How — TEXT10059

Learn professional techniques for creating successful colour, pattern, texture and design combinations. Enhance your ability and confidence. Hands-on examples will be shown. Great foundation for participation in Upholstery-Introduction CREAHC113 but not mandatory.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22718	FR	Apr26	Apr26	6:30-10:00	1	Classroom (FF)	$34.95

Upholstery Makeover — TEXT10060

Enhance and transform your home furnishings from upholstered pieces, accents and accessories giving them an up-to-date look. Our expert will have lots of actual items and samples to demonstrate how to apply easy economical and fast fix approaches. Take home all kinds of new ideas to renew the comfort, appearance and longevity of any room in your home. Bring in examples (pictures) of your own for discussion.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22719	SA	Apr27	Apr27	9:30-4:00	1	Classroom (FF)	$69.90

DRESSMAKING / FASHION / SEWING

Dressmaking Certificate (819)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Focus on basic sewing skills and dressmaking principles for a professional standard. Develop expertise with different fabrics and textures and construct garments with creative expression. Each course skillfully combines theory and practice.

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/dressmaking

Admission Requirements
- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses:		Hours
FASHDM110	Dressmaking 1 Level 1	30
FASHDM115	Dressmaking 1 Level 2	30
FASHDM120	Dressmaking 2 Level 1	30
FASHDM125	Dressmaking 2 Level 2	30
FASHDM130	Dressmaking 3 Level 1	30
FASHDM135	Dressmaking 3 Level 2	30
FASHDM140	Tailoring 1 Level 1	42
FASHDM145	Tailoring 1 Level 2	39

Cost of materials is your responsibility.

Dressmaking 1 - Level 1 — FASHDM110

Concentrate on the essentials of dressmaking, including basic sewing skills, pattern and materials selection, layout and cutting. Construction of a basic skirt style will be completed. Materials at the first class. Real beginner should consider taking Sewing-Introduction (TEXTHC027) first - refer to the Sewing section. CRN 22749: First day is a 1/2 day.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22125	TU	Apr23	Jun25	7:00-10:00	10	Classroom (FF)	$232.20
22749	MO-FR	Jul8	Jul12	9:00-4:00	5	Classroom (FF)	$232.20

Dressmaking 1 - Level 2 — FASHDM115

Make a basic blouse with set in sleeves. Learn professional techniques for simple collars, short sleeve styling, buttonholes and more. Prerequisite: FASHDM110 or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22126	TH	Apr18	Jun20	7:00-10:00	10	Classroom (FF)	$232.20

Dressmaking 2-Level 1 — FASHDM120

Discover special techniques to eliminate the "homemade look" in all of your sewing. Complete a detailed blouse/dress. Prerequisite: First 2 courses or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22127	TU	Apr16	Jun18	7:00-10:00	10	Classroom (FF)	$232.20

Tailoring-Level 1 — FASHDM140

Examine details of cutting, fitting and sewing a tailored garment, in wool or another natural fibre. Complete a ladies tailored jacket. Prerequisite: FASHDM135 or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22128	TH	Apr11	Jul11	7:00-10:00	14	Classroom (FF)	$325.08

Dressmaking Courses

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

The Sheath Dress — CREA10152

Master the classic sheath, appropriate for any occasion. Learn to properly fit; choose the right neckline, sleeves and dress length by completing a dress for yourself. Patterns suggested. Sewing knowledge required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22568	SA/SU	Apr27	Apr28	9:00-4:30	2	Classroom (FF)	$116.10

Fashion Design Certificate (804)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirements: 8 courses

Intended for experienced dressmakers, fashion teachers, and others interested in fashion and design. Develop technical skills in pattern design and drafting, and the creation of individualized designs. Explore other fashion related areas including drawing, colour and figure theory, textile and costume awareness.

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/fashiondesign

Admission Requirements
- Successful completion of Senior Secondary School English or equivalent.
- A sound knowledge of dressmaking skills is a prerequisite for the pattern making courses in this program.

Program of Studies

Mandatory Courses:		Hours
First 5 courses must be taken in order		
FASHFA200	Pattern Design and Drafting - Basic	36
FASHFA210	Pattern Design and Drafting - Intermediate	36
TEXTFA220	Dress Design - Advanced	36
FASHFA230	Fitting Analysis Workshop	36
FASHFA235	Designing Workshop	36
These 2 may be taken at any time		
FASHFA201	Fashion Drawing	30
FASHFA202	Colour Study For Fashion	30
Options - Choose 1:		
FASHFA240	Costume Influencing	33
TEXTFA910	Fabric Awareness	30
SBMGMD249	How To Start A Small Business	30

In consultation with the Program Manager you may choose other Business & Human Services or Creative Arts courses as options.

Cost of materials is your responsibility.

Pattern Design and Drafting - Basic — FASHFA200

Work with the flat pattern method to develop basic drafting skills used in designing. Concentrate on drafting accuracy, and working with standard and personal measurements. Design a skirt of your choice. Sewing skills essential.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22129	TH	Apr18	Jul4	7:00-10:00	12	Classroom (FF)	$278.64

Designing Workshop — FASHFA235

Enhance your design skills and gain a higher level of proficiency utilizing previous drafting knowledge. Completion of several projects, starting with the draft, working through the muslin stages and on to the finished project. Prerequisite: Previous 4 drafting courses.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22130	TU	Apr16	Jul2	7:00-10:00	12	Classroom (FF)	$278.64

Fashion Drawing — FASHFA201

Learn to transfer fashion ideas to paper. Focus on drawing details, fabrics and textures to be interpreted for pattern drafting and explore drawing materials and ways to illustrate designs.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22131	TH	Apr18	Jun20	7:00-10:00	10	Classroom (FF)	$232.20

Fashion Courses

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Trendy Headpiece-Fascinator — CREA10146

Make an eye-catching topper! Bring your favourite flowers, feathers, and other trims and learn the skills and techniques for producing these elegant and trendy fashion accessories. Kit available with additional supplies needed. Please register at least 2 weeks in advance.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22716	SA	Apr27	Apr27	9:00-5:00	1	Classroom (FF)	$79.21

Visual Merchandising And Display 1 — MRKTFA950

Focus on developing and executing creative strategies to define a store's personality and image in today's marketplace. Learn how to create effective displays using the visual merchandising principles. Attention given to store planning, theories, props and tools. Budget restraints will be discussed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22132	MO	Apr15	Jun24	7:00-10:00	10	Classroom (FF)	$232.20

Home Decorating Courses

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirements: 6 courses

Supplies are required. Some are available from the instructor/ College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Upholstery Makeover Course

Get ideas for updating upholstery pieces, accents & accessories. Refer to Upholstery Courses.

Sewing Window Treatments - Part 1 — CREA10103

Learn basic design tips for window treatments with emphasis on correct measuring, estimating yardage, fabric selection and hardware. Projects include sample of a basic cafe curtain and lined and unlined pinch pleated drapes. Basic sewing skills required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22731	WE	Apr24	May15	7:00-10:00	4	Classroom (FF)	$92.88

Sewing Window Treatments - Part 2 — CREA10104

Enhance your skills in drapery making, and learn creative ways to dress-up any window, using a wide assortment of valance and tab top styles, and various prints and plain fabrics for a look that can be simple, casual or dramatic. Complete various samples in class. Basic sewing skills required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22732	WE	May22	Jun12	7:00-10:00	4	Classroom (FF)	$92.88

Sewing for Home Decorators — CREA10102

Get great decorating ideas to complement your window treatments and learn to sew various pillow styles and other soft furnishings for your home. Add personal expression to your home decor with designer touches using fabric, trims, embellishments, decorative welting, bias strips, mitreing and ruching. Sewing skills required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22733	MO	Apr22	May13	7:00-10:00	4	Classroom (FF)	$92.88

Sewing Window Treatments - Part 3 — CREA10105

Try your hand at roman shades/balloons and more sophisticated and stylish drapery treatments. Start with the basic design rules, measuring, estimating yardage, hardware and install correctly. Complete samples in class. Some drapery and sewing skills beneficial.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22734	MO	May27	Jun17	7:00-10:00	4	Classroom (FF)	$92.88

Quilting Courses

Supplies are required. Some are available from the instructor/ College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Quilting - Basic Introduction — TEXTHC319

Discover how easy machine quilting is! Learn fabric and colour selection, rotary cutting, battings and finishing tips. Excellent for the novice or as a refresher before tackling a project. Complete samples - Kit available. Basic sewing knowledge required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22724	SA	May4	May4	9:00-4:00	1	Classroom (FF)	$69.90

Hand Quilting — CREA10143

Learn hand quilting techniques as you make a pillow top. Learn to mark, layer and hand quilt and convert the top into a pillow. Kit available with materials, tools and pattern. Sewing skills required. Course is Wed Apr 17 & Sat Apr 27.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22565	WE SA	Apr17	Apr27	7:00-10:00 9:00-4:00	2	Classroom (FF)	$77.40

Applique Quilting — TEXT10027

Create 9 different machine and hand applique techniques, as you construct a beautiful 14" pillow. Kit provided (approx.$20) or your choice of supplies. Basic sewing required. Pattern and material list provided.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22739	SA	May4	May4	9:00-4:30	1	Classroom (FF)	$74.89

NEW! Quilting-English Paper Piecing — CREA10163

Focus an update version of English paper piecing. Learn to accurately piece scrap fabrics in the challenging tumbling blocks pattern. An excellent hand sewing skill for many challenging designs. Complete a simple project. Basic hand sewing skills essential.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22736	FR SA	May10	May11	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

NEW! Quilting-Needle-Turn Applique — CREA10164

Discover the mystery of needle-turn while making a Baltimore album-style wall quilt, which includes four blocks, sashing and a shark's tooth border. Pattern provided and fabric selection will be discussed and provided. Hand sewing and quilting skills required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22737	WE	May22	Jun12	7:00-10:00	4	Classroom (FF)	$92.88

Serger Courses

Supplies are required. Some are available from the instructor/ College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

All About Sergers — TEXTHC034

Gain a better understanding of your serger and its capabilities and functions with hands-on practice. Decorative techniques and tips for a professional look is highlighted. You must supply a serger in good working order. Kit available to purchase.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22707	SA	Apr20	Apr20	9:30-4:30	1	Classroom (FF)	$74.89

NEW! Accessories-Cascading Scarves — CREA10161

Create easy-to-sew accessories. Using your serger, create an airy look with a single layer, sheer flounces in lightweight fabric or multi-dimensional ripples creating a multi-layer flounces. Make your own pattern and complete 2 projects. Serger required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22735	FR SA	May3	May4	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Serging - Yoga Pants — CREA10113

Four-way stretch fabric makes for ideal exercise wear for your daily workout or for casual wear at home. Learn how to work with stretch correctly and get tips and techniques for serging (cover stitch instruction included) this versatile style of pant. You must supply your own serger.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22709	SA	Jun1	Jun1	9:00-4:30	1	Classroom (FF)	$74.89

Sewing (Basic)

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirements: 6 courses

Supplies are required. Some are available from the instructor/College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Supplies are required for these courses. Some are available from the instructor/College. A materials list will be provided at least one week before the course starts, once adequate enrollment is reached. Please contact us for more information or to receive the materials list by email.

Sewing - Introduction — TEXTHC027

Tackle a simple project as an introduction to basic sewing skills and operating a sewing machine. A great stepping stone for future participation in other weekend sewing courses and the Dressmaking Cert. Program.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22558	FR SA	Apr12	Apr13	7:00-9:00 9:00-5:00	2	Classroom (FF)	$77.40
22559	FR SA	Jun21	Jun22	7:00-9:00 9:00-5:00	2	Classroom (FF)	$77.40
22560	TU/WE	Jul3	Jul4	9:30-3:00	2	Classroom (FF)	$77.40

Basic Sewing 1 — TEXTHC177

Develop your skills in pattern reading, preparing the fabric, measuring, marking, pressing and machine sewing as you make a pair of elasticized shorts or pants. Patterns and fabric suggested.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22561	FR SA	May3	May4	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Basic Sewing 2 — TEXTHC203

Continue developing new skills in measuring, easy set in sleeves, facings, interfacings and finishing details by making a simple collarless shirt or top. Patterns and fabric suggested.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22562	FR SA	May24	May25	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Basic Sewing 3 — TEXTHC322

Construct a sleeveless or a semi-fitted dress with set in sleeves and explore new techniques for zippers, easy fitting and hem and neck finishing. Patterns and fabric suggested.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22563	FR SA	Jun14	Jun15	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

The Zip-Up Vest — TEXT10048

Make a casual and trendy vest. Enhance your skills in measuring, layout, cutting, construction and inserting decorative flat piping. Patterns and fabrics suggested. Some sewing experience needed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22569	FR SA	Apr26	Apr27	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Casual Dressing Made Easy — TEXT10049

Enhance your sewing skills by completing a 2 piece outfit - a slightly flared skirt with elastic waist and a pullover top with a V or boat neckline and choice of sleeve length and finishes. Some sewing skills needed. Pattern & fabric suggested.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22566	FR SA	May10	May11	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Easy Shrugs & Toppers — CREA10048

Complete an elegant or sporty, simple to wear accessory in no time. Instructor will supply patterns and you will complete one or more in class. Basic sewing skills beneficial.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22728	SA	Jun1	Jun1	9:00-4:30	1	Classroom (FF)	$74.89

Sew A Casual Vest — CREA10061

Right in style for casual dressing this season, is the addition of a vest. Sharpen your sewing skills with this project with a choice of an array of suggested vest patterns and fabrics. Basic sewing skills needed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22711	SA	May25	May25	9:00-4:30	1	Classroom (FF)	$74.89

Sewing Courses

Supplies are required. Some are available from the instructor/College. A list will be provided 1 week prior to course start. Contact us for more information or to have the list emailed.

Questions?

Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca

Trendy Headpiece - Fascinator - refer to Fashion Courses

Basic Alterations — FASH10017

Garments sometimes don't fit just right. Learn how to modify and alter garments to fit correctly whether they need to be taken in or out, lengthened or shortened. Find out the best way to achieve a better looking garment. Some sewing experience essential.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22710	SA	Jun1	Jun1	9:00-4:30	1	Classroom (FF)	$74.89

Basic Hand Embroidery — TEXTHC328

This handwork technique can add a special touch that "makes" a garment, quilt or highlight a home decor accessory. Learn about threads, needles and fabrics as well as learning beautiful embroidery stitches while making a sampler. Kit available from the instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22712	MO	Apr15	Apr15	6:30-9:30	1	Classroom (FF)	$28.83

Beadwork By Hand — TEXTHC285

Learn to create that special look that adds flare to your wardrobe. Master beading techniques - the stitches, kinds of beads, thread and needles to use for a unique touches. Develop your design skills by completing various samples and explore interesting embellishments. Sewing skills essential. Kit available at additional cost.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22727	SA	May4	May4	9:00-4:00	1	Classroom (FF)	$69.90

Bias Cut Fashion — CREA10120

Discover figure-flattering benefits of a bias cut garment. Learn to layout, cut and sew this wonderful method of draping as you work with soft fabric, to create a lovely cowl top, skirt or dress. Some sewing skills needed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22567	FR SA	Apr19	Apr20	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Closures TEXT10045

Closures may zip, button, wrap, tie, loop or snap. They can be functional, decorative or invisible. Closures can be simple or the most important design element in a garment. Professional techniques for all styles of clothing will be covered. Samples completed. Sewing skills needed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22729	SA	May11	May11	9:00-4:30	1	Classroom (FF)	$70.83

Couture Techniques 101 TEXTHC352

Find out how important boning and underlining is to ensure the look, style and shape for evening and bridal wear. Couture tips will be demonstrated in how to use them effectively. Complete samples for future reference. Sewing skills essential.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22713	WE	Apr17	Apr17	6:30-9:30	1	Classroom (FF)	$29.96

NEW! Easy To Sew Cape CREA10162

For a winning fashion statement this spring, create a versatile cape in a stylish lightweight wool or your choice of fabric. Customize the pattern with your measurements and adjust the waist to fit any size. Complement it with an accent scarf. Sewing skills required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22738	FR SA	Apr19	Apr20	7:00-9:30 9:00-4:30	2	Classroom (FF)	$77.40

Glovemaking TEXTHC163

Gloves are an elegant addition to any wardrobe. Explore the art of glovemaking with attention to terminology, fabrics, and hand stitching. Kit available.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22730	SA	May4	May4	9:00-4:30	1	Classroom (FF)	$74.89

Sewing Sheer Fabric TEXTHC447

Sheer fabrics continue to be popular for garments and scarves. Discover professional techniques for handling and sewing silky and sheer fabrics. Complete samples of different types of edges, seams, and how to use sheer pieces as accents to garments. Basic sewing skills essential.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22725	SA	May11	May11	9:00-4:30	1	Classroom (FF)	$74.89

Swimwear Sewing TEXTHC333

Sew a comfortable good fitting swimsuit, with attention to easy techniques for working with stretch fabric, applying elastic and inserting bra cups (optional) with professional results.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22714	SA	Apr27	Apr27	9:00-5:00	1	Classroom (FF)	$79.89

Zipper Applications The Easy Way TEXTHC247

Zippers are a big fashion item this season! See how zippers can be decorative (the new exposed one) and functional. Learn the easy way of inserting all types of zippers in garments, pockets and even pillows, by using practice techniques for a professional look. Samples will be made. Basic sewing skills. Kit available.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22726	SA	May25	May25	9:00-4:00	1	Classroom (FF)	$69.90

ENGLISH AS A SECOND LANGUAGE

English as a Second Language

Questions?
Call: 905-575-2421
Email: mary.franco@mohawkcollege.ca

LINC - (Language Instruction for Newcomers to Canada)
- Free to eligible individuals. Prerequisite: Language assessment from LINC Assessment Centre.
- Levels 1 to 7 Full-time day classes - 9 a.m. to 2:30 p.m.
- Mon. to Fri. Start Date: April 1, 2013. New students start classes on Mondays.

LINC for Youth (18 to 25) - Project Based Courses
- Photography (CLB 1-3)
- Videography (CLB 4-7)
- Start Date: April 1, 2013
- New students start classes on Mondays.

LINC 6 Intensive
- Preparation for post-secondary admission
- 9 a.m. to 2:30 p.m. - Mon. to Fri.- April 1 to July 19, 2013

Part-Time LINC Discrete Skills Courses
- Listening (CLB 5) Mon. & Wed. 2:30 p.m. to 5:00 p.m. - 8 weeks - Start Date: April 29, 2013
- Writing (CLB 5) Tues. & Thurs. 2:30 p.m. to 5:00 p.m. - 8 weeks - Start Date: April 30, 2013

Enhanced Workplace Communications
- Free Part-time Classes
- Speaking (CLB 6/7) - Wednesday - 2:30 p.m. to 5:30 p.m. - 10 weeks - Start Date: April 10 to June 12, 2013

ELT (CLB 7) Enhanced Language Training for Internationally Trained Individuals
- Free full-time classes. Mon. To Fri. - 9:00 a.m. to 2:00 p.m.
- Workplace mentorships - 2 post-secondary credits.
- April 4 to June 28, 2013

English as a Second Language Grammar LANG10074(SA)

Course will cover intensive grammar including verb tenses, modals, passive voice and adjective clauses. Self-study is required. Canadian Language Benchmark 5/6.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22025	MO/WE	Apr22	Jul3	2:30-5:00	20	Classroom (FF)	$180.00

GAS-English for Academic Purposes

A Language assessment is required. You are expected to purchase class texts. Bursary may be available for citizens and residents who qualify.

Questions?
Call: 905-575-2421
Email: mary.franco@mohawkcollege.ca

Basic Academic Listening Practices COMM10204(SA)

Practice listening for key information in conversations and short lectures delivered at a normal rate of speech as well as longer texts. Recording information accurately is also covered. Skills development at Canadian Language Benchmark 5.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22516	MO	May6	Aug16			Classroom (FF)	$235.00

Basic Academic Reading Practices COMM10202(SA)

Increase reading speed and comprehension, using vocabulary building strategies and fluency skills at Canadian Language Benchmark 5. Learn summary skills and expand extensive reading abilities with the use of resource materials including unilingual dictionaries.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22524	MO	May6	Aug16			Classroom (FF)	$235.00

Basic Academic Speaking Practices COMM10203(SA)

Further enhance pronunciation and conversational skills for social and academic settings, with attention to English sounds, stress and intonation. Build skill in organizing and delivering information clearly and concisely. Skills development at Canadian Language Benchmark 5.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22527	MO	May6	Aug16			Classroom (FF)	$235.00

Basic Academic Writing Practices — COMM10201(SA)

Focus on sentence structure and grammar to produce simple, compound and complex sentences. Learn to use conjunctions and transitional devices correctly, practice paragraph development strategies and apply editing techniques. Skills development at Canadian Language Benchmark 5.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22532	MO	May6	Aug16			Classroom (FF)	$235.00

Applied Courses

Questions?
Call: 905-575-2421
Email: mary.franco@mohawkcollege.ca

Applied Listening for College — COMM10207(SA)

Practice identifying the main idea, key details and organizational patterns by listening to conversations, interviews, and lectures. Develop skill in pre-listening strategies, outlining, note taking, and abbreviating information. Skill development at Canadian Language Benchmark 6.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22533	MO	May6	Aug16			Classroom (FF)	$235.00

Applied Reading for College — COMM10205(SA)

Build vocabulary and comprehension through practice with adapted and authentic texts. Enhance knowledge of context clues, inference and affixation, summary skills and approaches for documenting academic sources. Skill development at the Canadian Language Benchmark 6.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22534	MO	May6	Aug16			Classroom (FF)	$235.00

Applied Speaking for College — COMM10206(SA)

Enhance fluency in academic and social discussions with practice of English sounds, rhythm, intonation and pitch changes essential for clear speech. Effective presentation skills are also covered. Skill development at the Canadian Language Benchmark 6.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22535	MO	May6	Aug16			Classroom (FF)	$235.00

Applied Writing for College — COMM10208(SA)

Enhance writing skills with emphasis on complex sentences signaling various rhetorical relationships, strategies for producing clear and organized paragraphs in different contexts and proofreading and editing. Skill development at the Canadian Language Benchmark 6.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22538	MO	May6	Aug16			Classroom (FF)	$235.00

Academic Courses

Questions?
Call: 905-575-2421
Email: mary.franco@mohawkcollege.ca

Academic Listening Skills — COMM10213(SA)

Build listening comprehension skills at Canadian Language Benchmark 7 appropriate for conversations, interview and lectures. Develop pre-listening and note-taking strategies necessary for academic success.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22547	MO	May6	Aug16			Classroom (FF)	$235.00

Academic Reading Preparation — COMM10210(SA)

Improve academic reading fluency at Canadian Language Benchmark 7 with emphasis on vocabulary development including collocation and idioms and comprehension of graphs and diagrams. Paraphrasing, summarizing and research and citations also receive emphasis.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22552	MO	May6	Aug16			Classroom (FF)	$235.00

Academic Speaking Skills — COMM10212(SA)

Develop pronunciation and speaking skills at Canadian Language Benchmark 7. Improve rhythm, pitch and intonation. Learn to deliver researched academic presentations and respond appropriately to questions and comments.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22699	MO	May6	Aug16			Classroom (FF)	$235.00

Academic Writing Preparation — COMM10211(SA)

Develop writing skills at Canadian Language Benchmark 7 with emphasis on prewriting, proofreading and editing for academic success. Focus on paragraphing strategies, grammar, clarity and message unity in paragraphs and short essays.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22704	MO	May6	Aug16			Classroom (FF)	$235.00
22705	MO	May6	Aug16			Classroom (FF)	$235.00

GENERAL EDUCATION / SOCIAL SCIENCES

The following courses are designed as general interest and/or General Education Electives. Each course is a stand-alone course.

In some programs, you may be required to complete General Education Band Selection courses. An (E) designation for courses in the catalogue and the index indicates that the course can be used to fulfill General Education requirements. Refer to the index for additional course listings.

Questions?
Call: 905-575-2025 or 905-575-1212 ext. 3046
Email: crearts@mohawkcollege.ca or joanna.sargent@mohawkcollege.ca
Web: disted.mohawkcollege.ca/generaleducation

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

The following restrictions apply:

- The course chosen must NOT be related to (or included in) your program of studies. For example: students in the Child and Youth Worker program cannot use Psychology; students in Police Foundations cannot use Issues in Diversity; Recreation and Leisure Services students cannot use Sociology, etc.
- You are advised to seek approval for the course you are considering, before registering.
- When you have successfully completed the course you must apply for an exemption from your General Education course. Submit applications to the Registration Centre at your campus.

Anger Management — CONF10005 (E)

Learn about the many types of anger and how to manage and/or modify it. You will identify your specific anger triggers and how your anger evolved. Personality and behaviour influences will be examined before moving onto comprehensive anger management strategies proven to be highly successful. 39 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21336		May10	Aug16			Online (OL)	$325.22

Art History and Theory — ARTT10014 (E)

Familiarize yourself with early historical foundations to present day exemplars of art making. Focus on world art with an emphasis on Western art history (from renaissance to today) and some attention to international art (Canadian, Contemporary, Asian, First Nations, Islamic). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21183		May10	Aug16			Online (OL)	$384.80

Astronomy — GSCI10006 (E)

Discover the wonders of Astronomy. Examine the bodies of the Solar System, and learn interesting facts about the planets and their moons, the stars, nebulae and galaxies. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21397		May10	Aug16			Online (OL)	$367.10

Canadian Literature — COMMLL903 (E)

Focus on literary analysis (written and oral) of selected Canadian novels and short stories, with emphasis on target audience, the relevance of setting and plot in relation to Canadian culture and history, and literary devices. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21362		May10	Aug16			Online (OL)	$346.16

Canadian Politics — SSCISS105(E)

Develop insight into how Canada is governed. Analyze the structure of government in Canada, the practice of politics, and discuss major political issues. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21283		May10	Aug16			Online (OL)	$346.16

Co-dependency as an Addiction — PSYC10008(E)

Examine the personalities of abusers and those who are abused and how individuals with complimentary personality disorders unite and form bonds. Object Relations Theory and how women and men are unconsciously drawn to abusive partners because of personality disorders caused by childhood abuse or neglect will be the focal point. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21133		May10	Aug16			Online (OL)	$367.10

Coping With Stress — HLTHSS309(E)

Develop your awareness of stress and its effects, and learn various techniques for altering stressful attitudes and behaviours.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22166	MO	Apr22	Jul29	6:15-9:30	13	Classroom (FF)	$325.08

Criminal Psychology - Psychopathic Minds — PSYC10002 (E)

Explore the psychopathic mind and examine how and why some individuals become criminals. Study what is known about serial killers, stalkers, rapists and criminals and current techniques used in criminal profiling and questioning. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21317		May10	Aug16			Online (OL)	$367.10
21090		Jun3	Sep9			Online (OL)	$367.10
21095		Jul2	Oct8			Online (OL)	$367.10

Criminal Psychology 2 - Criminal Minds — PSYC10003 (E)

Enhance your understanding of the criminal mind. Further explore issues discussed in Criminal Psychology Psychopathic Minds and examine psychological models related to criminology. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21169		May10	Aug16			Online (OL)	$367.10

Cults and Terrorism — SSCI10006 (E)

Examine conformity issues surrounding religious fundamentalism, sects, cults, and terrorist groups. Explore reasons why people join, and why they may have difficulty leaving, society's role in supporting cultic groups and strategies for protecting individuals and vulnerable populations. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21375		Jun3	Sep9			Online (OL)	$367.10

NEW! Culture, Language and Linguistics — COMM10277 (E)

Examine major concepts in culture and language including dialectology, historical linguistics and the sociology of language . Focus on cross-cultural communication and interaction techniques and the profound impact of sociolinguistics. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22522		May10	Aug16			Online (OL)	$346.16

Developmental Psychology — PSYCSS271 (E)

Examine the growth and changes of mental, social and emotional characteristics from cradle to grave, with special emphasis on development of human personality.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22168	WE	May1	Jul24	6:15-9:30	13	Classroom (FF)	$325.08
21153		May10	Aug16			Online (OL)	$367.10
21374		Jun3	Sep9			Online (OL)	$367.10
21057		Jul2	Oct8			Online (OL)	$367.10

Domestic and Workplace Violence — PSYC10006 (E)

Examine conflict resolution strategies and where they work to reduce incidents of violent behaviour such as abusive relationships, confrontation in the workplace and violence in the schools. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21176		May10	Aug16			Online (OL)	$367.10

Forensic Psychology — PSYC10001 (E)

Designed for those interested in understanding or pursuing a career in forensic/correctional psychology, you will cover areas related to Criminal Psychology, Police Psychology, Victimology and Victim Services, Psychology and the courts and Correctional Psychology. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21302		May10	Aug16			Online (OL)	$304.28

Geological Disasters — ENVR10005 (E)

Examine the causes and the effects of some of the world's greatest disasters associated with earthquakes, volcanoes, tsunamis, hurricanes, floods, fires, extinctions and impacts from space. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21146		May10	Aug16			Online (OL)	$367.10

Global Warming Concepts — ENVR10004 (E)

Debate issues related to global warming and develop skills in innovative thinking, research, political awareness, ethical reasoning, debating, and communicating. Develop an awareness of the current scientific certainties and uncertainties related to global warming. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21091		May10	Aug16			Online (OL)	$262.40

Growing Up Digital-Living and Working in Canada — INFO10158 (E)

Examine the impact of the Internet and digital media in shaping recent history and influencing the way Canadian youth live, work and play. Gain analytical tools to anticipate and act on future developments. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21077		May10	Aug16			Online (OL)	$367.10

History of Aboriginal/Canadian Relations — INDS10009 (E)

Examine the unique position of Aboriginals in Canadian society. Focus on historical and political issues and development of the legal relationship between colonial powers and Aboriginal peoples. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21389		May10	Aug16			Online (OL)	$367.10

History Of Architecture — BLDGAR173 (E)

Become introduced to the evolution of Western architecture from ancient times to modern day. Study the development of design, construction techniques, and ideas in both individual pieces of architecture and town planning. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21129		May10	Aug16			Online (OL)	$346.16

Human Relations — SSCISS170 (E)

Develop your self-awareness and self-confidence in personal and professional human relations, with emphasis on motivation; conformity, persuasion; supervision and employee relations and personality formation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22171	WE	Apr24	Jul17	6:00-9:15	13	Classroom (FF)	$325.08

Introduction To Children's Literature — COMMLLT06 (E)

Examine the history and development of children's literature and its varied forms and techniques. Explore major authors and important issues presented in this genre. (Note: May involve material that is explicit and/or offensive to some.) 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21269		May10	Aug16			Online (OL)	$346.16
21428		Jun3	Sep9			Online (OL)	$346.16

Introduction to Geology: An Overview of Planet Earth — ENVR10028 (E)

Explore the fundamentals of geology. Focus on the formation of the universe, the solar system, the history of the earth, formation of oceans and continents, plate tectonics, and rock types and their formation. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21358		May10	Aug16			Online (OL)	$367.10

NEW! Introduction to Philosophy — SSCI10049 (E)

Examine philosophical issues such as self and world perception and investigate the connection between mind, body and spirit. Debate moral, ethical and human rights issues and philosophical paradoxes and learn to draw meaning from personal experiences. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22523		May10	Aug16			Online (OL)	$346.16

Introduction to Racism and Discrimination — SSCI10026 (E)

Enhance your awareness of discrimination and racism and explore sociological factors that contribute to bias and prejudice. Consider how to manage these issues as occupational professionals and individuals in a multicultural society. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21018		May10	Aug16			Online (OL)	$346.16

Introduction to Science — GSCI10002 (E)

Learn science fundamentals including notations for scientific measurement, basic chemical principles, elements and compounds, nuclear weight, organic chemistry and health related biological principles. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21331		May10	Aug16			Online (OL)	$367.10

Introductory Psychology — PSYCSS156 (E)

Examine the basis of human behavior. Study the scientific research process, the human brain and the nervous system, sensation and perception, learning, memory and personality.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22173	TU	Apr30	Jul23	6:15-9:30	13	Classroom (FF)	$325.08
21152		May10	Aug16			Online (OL)	$346.16
21372		Jun3	Sep9			Online (OL)	$346.16
21060		Jul2	Oct8			Online (OL)	$346.16

Labour Economics — BUSNPIR10 (E)

Develop practical & analytical tools to aid in the understanding of labour market operations. Topics include: the decision to work, to retire, or reduce the length of the work week, factors that influence a firm's decision to hire labour by comparing labour markets, external factors such as unions & government, and problems & solutions to unemployment, discrimination, & wage differentials. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21338		May10	Aug16			Online (OL)	$346.16

Meteorology — GSCI10007 (E)

Focus on the nature and causes of weather-related phenomena. Develop a basic working knowledge of all aspects of meteorology. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21398		May10	Aug16			Online (OL)	$367.10

Myths And Legends — HISTLLT05 (E)

Discover the universal and enduring presence of myths and legends. Examine creation myths, hero/heroine myths, dominant archetypes and other topics to develop insight into how a distant past connects to our contemporary world. Prerequisite: College English or equivalent. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21435		May10	Aug16			Online (OL)	$346.16

Nutrition — HLTH10044 (E)

Explore the nutritional effectiveness of various diets and food additives. Examine the role of food in maintaining health and reducing the risk of illness and learn to evaluate claims made by food faddists and food vendors. Prerequisite: College English or equivalent. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21332		May10	Aug16			Online (OL)	$346.16
21064		Jul2	Oct8			Online (OL)	$346.16

Personality Psychology — PSYC10007 (E)

Learn to define personality and its influence on behaviour and actions. Examine patterns of thoughts, feelings and behaviour that make a person unique. Explore personality assessment and intelligence testing. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21184		May10	Aug16			Online (OL)	$346.16

Philosophy Of Art — SSCIPT001 (E)

Explore the concepts of art, aesthetics, nature and experience as the subject of artworks, the place of art in life and society and mimetic theories in the philosophy of art. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21518		May10	Aug16			Online (OL)	$262.40

Political Science & Public Administration — SSCISS027 (E)

You are provided with an overview from a law enforcement perspective of the Canadian governing system and organizational theories pertaining to public administration. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21066		May10	Aug16			Online (OL)	$346.16

Popular Culture and the Media — COMM10276 (E)

Investigate popular culture in Canada and North America from a sociological perspective. Develop an understanding of the role of popular culture in today's society and the messages sent by the producers of mass media. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21536		May10	Aug16			Online (OL)	$346.16

Science Fiction — COMM10043 (E)

Explore our changing world through the medium of science fiction. Discover the amazing narrative and fantastic voyages of this literary genre, through study of various short stories and novels. Prerequisite: College English or equivalent. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21306		May10	Aug16			Online (OL)	$346.16

Sexual Violence — SSCI10008 (E)

Study sexual violence in the context of male toward female, female toward male, and incest and child abuse. Examine the reasons for sexually deviant behaviours and the latest strategies for treating victims and perpetrators. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21132		May10	Aug16			Online (OL)	$367.10

Soccer and its Impact on Society — SSCI10031 (E)

Examine the impact of soccer on socio-economic, religious, political, and cultural views world-wide. Explore cultural trends and human behaviors influenced by soccer ideology and its effects on "pop culture". 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21356		May10	Aug16			Online (OL)	$346.16

Social Media and Society — SSCI10045 (E)

Explore major developments in social media and its impact on communication, business, government, the economy, and education. Gain hands-on experience with many of the leading social media applications such as Facebook, YouTube, Wikipedia and Twitter. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21406		May10	Aug16			Online (OL)	$346.16

Social Psychology — PSYC10012 (E)

Develop an understanding about how and why individuals behave, think and feel in social situations. The study of the individual, his/her thoughts and resultant behaviour in social situations receives particular emphasis. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21046		May10	Aug16			Online (OL)	$346.16

Sociology 1 — SSCISS108 (E)

Explore basic concepts for understanding human behaviour, individual biases, various roles in society and social groupings.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22572	MO	Apr15	Jul22	6:00-9:15	13	Classroom (FF)	$325.08
22174	WE	May1	Jul31	6:30-9:30	14	Classroom (FF)	$325.08
21151		May10	Aug16			Online (OL)	$346.16
21371		Jun3	Sep9			Online (OL)	$346.16
21061		Jul2	Oct8			Online (OL)	$346.16

Sociology 2 — SSCISS109 (E)

Explore various sociological perspectives. Consider social structure, gender, "race", and ethnicity, the family, population, social movements and change. Prerequisite: Sociology 1(SSCISS108).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22175	TH	May2	Aug1	6:30-9:30	14	Classroom (FF)	$325.08
21014		May10	Aug16			Online (OL)	$346.16

Sociology-Sport — SSCI10046 (E)

You will explore and discover the structural and cultural relationship of sport to society. Also, examine the issues of race, gender, social stratification, deviances, economics, religion and politics as they relate to sport in society. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21424		May10	Aug16			Online (OL)	$346.16

Sports Psychology — PSYC10009 (E)

Examining the individual components of how one's mind works is a valuable tool for performance in specific sporting events. Concepts of psychology are discussed and applied in past, present and future contexts. You will evaluate what goes into optimal levels of athleticism in examining how players, coaches and even fans of the sports get psyched. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21197		May10	Aug16			Online (OL)	$346.16

Stress, Wellness and Nutrition — HLTH10111 (E)

Enhance your understanding of positive and negative stress in our personal and professional lives. Using wellness perspectives, gain insights into controlling internal and external stressors to promote long-term health. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21096		May10	Aug16			Online (OL)	$346.16
21359		Jul2	Oct8			Online (OL)	$346.16

The Study of Human Sexuality — SSCI10003 (E)

Examine historical, theoretical, cross cultural, and life cycle perspectives on human sexuality. Discuss gender relations, body image, sexual diversity, arousal and response, mating, dating, and interpersonal attraction, interpersonal communication, sex education, sexual health or risk, and issues of power or intimacy. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21089		Jun3	Sep9			Online (OL)	$367.10

Success Strategies — CREDAS101

Success Strategies is a pre-requisite course for graduation in the General Arts & Science Program. You will have an opportunity to explore career options, and develop skills in the following areas: thinking, essay writing, research, and effective learning.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22177	TU/TH	Apr30	Jun13	6:30-9:30	14	Classroom (FF)	$325.08

Understanding Literature — COMM10095 (E)

Learn to appreciate literature critically by reviewing literary history and examining different genres. Explore themes and conventions associated with these genres and develop an understanding of literary analysis and various critical approaches. Creative-writing students will benefit from a framework in which to appreciate and evaluate their own writing. 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21228		May10	Aug16			Online (OL)	$384.80

What In The World Is Going On — GINTLLT07 (E)

Learn to critically analyze global events and crises, and develop understanding of background issues to make informed judgments about today's major new stories. Prerequisite: College English or equivalent. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21337		May10	Aug16			Online (OL)	$346.16

World Of Abnormal Psychology — PSYCSS021 (E)

Emphasis is on the study of the signs and symptoms of the major mental illnesses, including bipolar disorder, major depression, schizophrenia, and personality disorders. There will also be discussions about eating and sleeping disorders, stress and post-traumatic stress disorder. Equivalent to Psychology of Adjustment 2 (PSYCSS233). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21150		May10	Aug16			Online (OL)	$367.10
21368		Jun3	Sep9			Online (OL)	$367.10
21055		Jul2	Oct8			Online (OL)	$367.10

HOSPITALITY / LEISURE / GENERAL INTEREST

Cake Decorating

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 3 courses

Questions?

Call: 905-575-2025 or 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/job-related-skills-hospitality

Cake Decorating 1 — CULIGI737

Learn the basics of cake decorating: leveling; filling and icing the cake. Learn basic piping techniques, flowers and more. Create and decorate beautiful cakes that everyone will admire. The supply costs (approx. $95) are the responsibility of the participant.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21601	TH	Apr18	May16	6:30-9:30	5	Classroom (FF)	$119.60

Cake Decorating 2 — CULIGI738

Create beautiful royal icing flowers, lily nail flowers, flood work, basket weave design and more. The supply costs (approx. $40) are the responsibility of the participant. Prerequisite: Level 1

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21602	TH	May23	Jun20	6:30-9:30	5	Classroom (FF)	$120.60

Cake Decorating 3 — CULIGI739

Step by step instructions on rolled fondant, gum paste flowers, string work, brush embroidery and more. Design and produce 2-tier cake. Supply costs (approx. $50) are the responsibility of the participant. List of supplies will be mailed to you prior to the first class. Prerequisite: Levels 1 & 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21603	WE	Jun26	Jul17	6:00-10:00	4	Classroom (FF)	$121.10

Coaching

Effective April 2004, NCCP Coaching Theory Level 1 & 2 were replaced by Introduction to Competition Part A & B, intended for coaches working with young athletes whose skills are beyond beginner level and who are competing more often and at higher levels. If you have completed Coaching Theory Level 1, you can go directly into Part B.

Questions?
Call: 905-575-2298
Email: katya.garon@mohawkcollege.ca

Coaching: Introduction to Competition - Part A SPRT10000

Focus on ethical coaching, planning a practice and nutritional advice. Participants must be 16 years of age. Manual included in course fee.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22235	FR SA	May10	May11	6:00-10:00 9:00-5:00	2	Classroom (FF)	$135.00
22236	FR SA	Jun21	Jun22	6:00-10:00 9:00-5:00	2	Classroom (FF)	$135.00

Coaching: Introduction to Competition - Part B SPRT10001

Continue your study with attention to a basic sport program, teaching and learning and mental preparation. Participants must be 16 years of age. Manual included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22237	FR SA	May17	May18	6:00-10:00 9:00-5:00	2	Classroom (FF)	$135.00
22238	FR SA	Jul26	Jul27	6:00-10:00 9:00-5:00	2	Classroom (FF)	$135.00

Making Ethical Decisions SPRT10021

Successful completion of this workshop, fully equips coaches to handle virtually any ethical situation with confidence. MED helps coaches identify the legal, ethical and moral implications of difficult situations that present themselves in the world of team and individual sport. Manual included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22242	FR	May10	May10	6:00-10:00	1	Classroom (FF)	$60.00
22243	FR	Jun21	Jun21	6:00-10:00	1	Classroom (FF)	$60.00

Conflict Management SPRT10013

Coaches learn how to identify where conflict is likely to occur and how to manage the situation. Coaches learn five approaches to managing conflict and when it is appropriate to use each of them. Manual included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22240	FR	Jun7	Jun7	6:00-10:30	1	Classroom (FF)	$75.00

Coaching and Leading Effectively SPRT10014

Coaches take leadership action that improves conditions that support athlete performance. Make interventions that enhance learning and build and reinforce team cohesion and commitment, develop expectations about behaviour and commitment needed to achieve individual and team goals, communicate effectively and respectfully with both athletes and their supporters. Manual included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22239	FR SA	May31	Jun1	6:30-10:00 9:00-5:00	2	Classroom (FF)	$130.00

Psychology of Performance SPRT10015

Guide athletes in the development of psychological skills they need to maximize their performance. Coaches develop individualized competition focus plans for their athletes or teams and the ability to critically reflect on psychological skills to decide which are most relevant for their athletes and teams.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22241	SA	Jun8	Jun8	9:00-5:00	1	Classroom (FF)	$115.00

Dancing

Questions?
Call: 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/generalinterest

Ballroom Dancing-Beginners DANCGI901

Learn the basics of Foxtrot, Swing, Waltz, Cha Cha, Tango and Rumba. Singles welcome! LOCATION. Germania Banquet Centre of Hamilton, 863 King St., E.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22708	TH	Apr25	Jun13	7:00-8:30	8	Other	$138.00

Ballroom Dancing-Intermediate DANCGI902

Enhance your skills with the six dances covered in the basic course, plus Merengue, Samba and Salsa. Singles welcome! LOCATION: Germania Banquet Centre of Hamilton, 863 King St., East

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21595	TH	Apr25	Jun13	8:30-10:00	8	Other	$138.00

Intro to Latin Dance DANC10005

Join Sean Quinlan, choreographer and competitive Latin Dancer in learning the foundations of the four most popular Latin Dances: Merengue, Salsa, Bachata & Cha Cha. Location: Germania Banquet Centre, 863 King St. E.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21596	WE	Apr24	Jun12	7:00-8:30	8	Other	$138.00

Latin Dance - Intermediate DANC10006

Join Sean Quinlan and continue to build on the steps learned in Level 1. The dances include: Salsa, Bachata & Cha Cha. Location: Germania Banquet Centre, 863 King St. East.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21597	WE	Apr24	Jun12	8:30-10:00	8	Other	$138.00

Exercise & Sports

Questions?
Call: 905-575-2298
Email: katya.garon@mohawkcollege.ca

Fencing Introductory RECLLE013

Develop the basic defensive and offensive skills of this challenging form of exercise. Foils, masks, and protective jackets supplied. Location: Hillfield Strathallan school Page Gym.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22231	WE	Apr10	Apr10	7:30-9:30	1	Other	$30.00

Fencing Level 1 SPRTLE213

Continue to develop your fencing skills. Prerequisite: Fencing Introductory-RECLLE013. Location:Hillfield Strathallan School Page Gym. April 24 in DeGroote gym.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22232	WE	Apr17	May8	7:30-9:30	4	Other	$80.00

Golf 1 - Outdoor Practice RECLLE040

REGISTER FOR ONLY ONE OF MAY 22 or May 29. ALL SESSIONS ARE HELD RAIN OR SHINE. Practice putting, chipping and hitting real ball at Wedgewood Golf Range (905-523-4653). Ideal for everyone. Equipment is supplied if needed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22215	WE	May22	May22	6:00-8:00	1	Other	$30.00
22217	WE	May29	May29	6:00-8:00	1	Other	$30.00

Indoor golf sessions will not be offered this term due to gym construction. Try outdoor practice instead!

Golf 2 - Play — RECLLE340

Prerequisite: RECLLE040 Golf Outdoor Practice. Playing lessons in groups of 3-4. The skills introduced in Golf 1 along with good course management and proper etiquette of golf will enable you to play golf on a course, on your own, in a courteous way. Equipment is available if needed. Location: TBA at Golf 1 session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22223	WE	Jun5	Jun5	6:00-8:00	1	Other	$30.00

Golf - STACK & TILT — RECL10027

This new approach to swinging a golf club has proven to be successful for professionals and amateurs. Reduce your tendencies to "SLICE". Bring your own clubs for a practice session at WEDGEWOOD GOLF RANGE.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22206	WE	Jun12	Jun12	6:00-8:00	1	Other	$30.00

55 Plus

The following courses and workshops may be of interest to you:

- Painting/Watercolours
- Acting for Beginners
- Home Reno for Women
- Food, Food, Food
- Sewing Courses
- Flower Arranging Courses
- Home Decorating Courses
- Perennial Gardening
- Digital Photography
- Selected Themes, Art History & Appreciation
- Pottery
- Jewellery - Construction

Refer to the index for course listings.

Questions?
Call: 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/generalinterest

CHCH Reno Expert Pamela Stiles

5 Time "Readers Choice Award" Winner - Home Reno Expert at Home Depot

You can now receive an Acknowledgement of Completion for successfully completing 5 courses in Home Reno for Women (Men Welcome).

Of interest to home renovators, Apartment Superintendents and Townhouse Maintenance Committees. Emphasis on what YOU can do and when to call in the EXPERTS.

A $10 material fee must to be paid to the instructor at the first class.

Prerequisite: Membership

Location: Sackville Hill Seniors' Centre,
780 Upper Wentworth St. Hamilton.

- Tools and How to Use Them
- Basic Plumbing
- Painting and Decorating
- Basic Maintenance
- Kitchens
- Flip That House (Fennell Campus)

DUE TO CIRCUMSTANCES BEYOND OUR CONTROL ALL COURSES SCHEDULED FOR SACKVILLE SENIORS' CENTRE HAVE BEEN CANCELLED

Tools and How to Use Them — BLDG10075

Hands-on use of a variety of hand, power, cordless and air tools. Make home improvement and maintenance faster and easier. From screwdriver to table saw, measuring tape to jigsaw. Also, tool maintenance and safety.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21593	TU	Apr9	Apr30	9:00-12:00	4	Other	$84.60

Basic Plumbing — BLDG10072

Step by step instruction from fixing a leaky faucet to installing a toilet and everything in between. Pamela will show you how to save $$$ when you know what to look for. Maintenance and improvement for all your basic plumbing.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21588	TU	May7	May28	9:00-12:00	4	Other	$84.60

Painting and Decorating — CREA10135

Hands-on instruction on how to Paint Like a Professional. Learn a variety of finishes including Venetian Plaster, and Faux Finishing. Learn about wallpapering and staining wood and the tools that will make your project faster and easier.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21591	TU	Jun4	Jun25	9:00-12:00	4	Other	$84.60

Food...Food...Food

You may register in food courses anytime up to 3 days before the start date. Phone the Program Manager at 905-575-1212 ext. 3009 / 519-759-7200 ext. 3009 for permission after this time period. You may apply for a refund or transfer up to three days prior to start date.

Food costs are not included in the course fee for courses with several sessions. Food costs must be paid to the instructor on the first night of class.

Questions?
Call: 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca

Important information regarding in-class alcohol consumption

As of August 1, 2010, under a regulation of the Highway Traffic Act, there is now a Zero Blood Alcohol Concentration (BAC) when operating a motor vehicle for novice drivers of any age holding G1, M1 and M2 licenses, and all drivers 21 years of age and under.

Students registered in cooking courses and workshops that include alcohol as part of the menu who hold a novice license or are 21 years or under, must not consume alcohol as part of these courses OR must sign a waiver indicating that they will not drive after these classes

***Please bring a sharp knife, hand towel and an apron to all FOOD courses!**

Cooking - Basic — CULIGI138

Join Chef Tim Humble and amaze your family and friends with your new culinary talents. Bring a sharp knife, tongs, apron and towel. Food costs of $35.00 to be paid to instructor at the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21948	TU	Apr16	May7	7:00-10:00	4	Classroom (FF)	$143.00

Cooking - Beyond Basic — CULIGI472

A continuation of Cooking - Basic, join Chef Tim Humble and learn classic and modern methods of food preparation. Food costs of $50 to be paid to the instructor on the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21949	TU	May14	Jun18	7:00-10:00	6	Classroom (FF)	$175.00

Gourmet Dining — CULI10002

Join Personal Chef Jacob Lucas for a culinary adventure. Prepare six signature menus with international influences. Food costs of $55 to be paid to the instructor at the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21942	WE	Apr17	May22	7:00-10:00	6	Classroom (FF)	$185.00

NEW! Feeding Your Family on a Shoestring — CULI10064

Learn to cut your grocery bill in half - without coupons! Improve your shopping skills and prepare healthy low cost recipes with cookbook author Karen McLaughlin. Cookbook is included in course fee. Food costs of $25.00 is paid directly to the instructor at the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22144	MO	Apr29	May27	7:00-10:00	4	Classroom (FF)	$160.00

Spring and Summer Soups — CULI10058

Explore the limitless possibilities of soup with Chef Tim Humble. Beginning with fresh stock, you will then create a variety of hot, cold, green and fruity soups. Food costs of $25 to be paid to the instructor on the first night.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21943	MO	Apr8	Apr22	7:00-10:00	3	Classroom (FF)	$90.00

Weekend Food

Questions?
Call: 905-575-2025 or 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca

Pita & Companion Dishes — CULI10060

Join Mason Galganov and learn to make pita and companion dishes from the Mediterranean, North Africa and North America. Food costs of $17 included in course fee. Bring along your appetite.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21947	SA	Apr27	Apr27	10:00-5:00	1	Classroom (FF)	$94.00

Making Pizza at Home — CULI10062

Learn to prepare a "from scratch" crust, using organic flours, discover a variety of toppings and THEN bake it. Taste, share and consider. Yes, we eat what we make! Food costs of $14 included in course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21944	SA	May25	May25	10:00-3:00	1	Classroom (FF)	$65.00

Bread - Bake it at Home — CULI10059

Learn to bake wheat based yeast breads at home using a variety of grains and seeds without additives or preservatives. Taste the difference! Food and materials costs of $12 included in course fee.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21946	SA	Jun8	Jun8	10:00-4:00	1	Classroom (FF)	$87.00

Home Renovation for Women (Men Welcome)

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 5 courses

Join CHCHTV Reno Expert Pamela Stiles, 5 Time "Readers Choice Award" Winner and Home Reno Expert at Home Depot in these courses which are of interest to Home Renovators, Apartment Superintendents and Townhouse Maintenance Committees. Emphasis on what YOU can do and when to call in the EXPERTS. Material costs are included in the course fees.

Questions?
Call: 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/generalinterest

Tools and How to Use Them — BLDG10075

Hands-on use of a variety of hand, power, cordless and air tools. Make home improvement and maintenance faster and easier. From screwdriver to table saw, measuring tape to jigsaw. Also, tool maintenance and safety.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21592	TU	Apr9	Apr30	7:00-10:00	4	Classroom (FF)	$102.88

** see below for additional CRNs

Basic Plumbing — BLDG10072

Step by step instruction from fixing a leaky faucet to installing a toilet and everything in between. Pamela will show you how to save $$$ when you know what to look for. Maintenance and improvement for all your basic plumbing.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21587	TU	May7	May28	7:00-10:00	4	Classroom (FF)	$102.88
29082	SA/SU	May25	May26	9:00-3:30	2	Classroom (FF)	$102.88

Kitchens — BLDG10074

Practical hands-on instruction to renew your kitchen. From design, to building and hanging cabinets, hardware and tiling a backslash, let Pamela show you the "ins and outs" of refinishing your kitchen.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21589	SA	May11	May18	9:00-3:00	2	Classroom (FF)	$102.88

Painting and Decorating — CREA10135

Hands-on instruction on how to Paint Like a Professional. Learn a variety of finishes including Venetian Plaster, and Faux Finishing. Learn about wallpapering and staining wood and the tools that will make your project faster and easier.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21590	TU	Jun4	Jun25	7:00-10:00	4	Classroom (FF)	$102.88
29080	SA/SU	Jun22	Jun23	9:00-3:30	2	Classroom (FF)	$102.88

NEW! Flip That House — BLDG10079

Obtain practical hands-on instruction on how to flip a house, from buying to selling, plumbing to curb appeal, details and the big picture. You will learn where to invest your $$money$$ and cost effective ways to enhance the property.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21941	SA	Jun8	Jun15	9:00-3:00	2	Classroom (FF)	$102.88

Outdoor Education

Questions?
Call: 905-575-2298
Email: katya.garon@mohawkcollege.ca

Identifying Edible and Medicinal Plants & Trees — HORT10001

Identify 50 edible and medicinal wild plants and trees during this day of hiking and foraging. Course manual available in class for $10.00. Come dressed and prepared for hiking.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22227	SA	Jun8	Jun8	10:00-4:00	1	Classroom (FF)	$85.00

Kayaking Pool Workshop — RECLLE148

Learn the fundamentals of manoeuvring a kayak on flatwater. All equipment supplied. LOCATION: Call Equinox Adventures for exact location in Hamilton area 1-800-785-8855.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22078	TH	Apr11	Apr25	8:30-10:30	3	Other	$145.00

Kayaking Moving Water — RECLLE022

Learn the fundamentals of manoeuvring a kayak on flat water, and class one and two moving water from a certified Ontario Wild Water Affiliate instructor. All equipment provided and O.W.W.A. Level One Paddle testing available on request. LOCATION: 1st night Fennell, SA/SU – TBA.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22077	TH	Jun6	Jun9	7:00-10:00	3	Classroom (FF)	$170.00
	SA/SU			8:30-3:30		Other	

Map and Compass/GPS Workshop — RECL10006

Learn to navigate in the great outdoors, using map & compass and global positioning systems.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22229	SA	Apr13	Apr13	10:00-3:00	1	Classroom (FF)	$80.00

Rock Climbing Introductory Session — RECLLE039

Discover the sport of rock climbing. All ropes & equipment supplied. Wear running shoes. LOCATION: Rattlesnake Point Conservation Area-North end of Appleby Line. For information call Equinox at 1-800-785-8855.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22079	SA	Apr20	Apr20	8:30-12:00	1	Other	$40.00
22193	SA	Apr27	Apr27	8:30-12:00	1	Other	$40.00
22195	SA	May4	May4	8:30-12:00	1	Other	$40.00
22196	SA	May11	May11	8:30-12:00	1	Other	$40.00

Rock Climbing Level I — RECLLE139

Benefit from additional practice and instruction. Prerequisite: ROCK CLIMBING-INTRODUCTORY. LOCATION: Rattlesnake Point, north end of Appleby Line. For information call Equinox at 1-800-785-8855.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22198	TH	Apr25	Apr28	7:00-10:00	3	Classroom (FF)	$160.00
	SA/SU			8:30-5:30		Other	
22201	TH	Jul4	Jul7	7:00-10:00	3	Classroom (FF)	$160.00
	SA/SU			8:30-5:30		Other	

Wilderness Survival Skills — RECL10001

Explore essential survival skills including prevention and avoidance skills, emergency trip planning, clothing and footwear selection, basic map and compass skills, and more. Course manual available in class for $25.00.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22230	SA	May11	May11	9:00-5:00	1	Classroom (FF)	$130.00

** TOOLS AND HOW TO USE THEM

29078	SA/SU	Apr20	Apr21	9:00-3:30	2	Classroom (FF)	$102.88
29079	SA/SU	Jul6	Jul7	9:00-3:30	2	Classroom (FF)	$102.88

Professional Bartending Certificate (085)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 13 courses

Develop new skills or enhance those you already have for employment as a professional bartender. With experience, graduates may advance to positions as bar supervisors and managers.

Questions?

Call: 905-575-2025 or 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/bartending

Admission Requirements

- You must be 19 years of age or older.

Program of Studies

Mandatory Courses:		Hours
HOSPFB107	Mixology	35
HOSP10010	Be A Professional Server	18
HOSPFB008	Smart Serve Certification Course**	3
HOSPFB004	Wine Appreciation 1	21
HOSPFB005	Wine Appreciation 2	21
HOSP10008	Food Handlers Certificate	7
HSCI10086	CPR & First Aid Certificate	7
COMMSSC12	Communication Skills 1	12
COMMSSC46	Communication Skills 2	12
CONFSSP88	Dealing with Difficult People	12
MGMTSSPC7	Supervision Skills	12
MGMTSSPD7	Supervision Skills 2	12
EDUCSSPA1	Training Techniques	12

In an effort to assist students who are looking for entry level jobs as servers and bartenders, we have introduced an

ACKNOWLEDGEMENT OF COMPLETION:

- Mixology - 35 hrs.
- Be a Professional Server - 18 hrs.
- Wine Appreciation 1 - 21 hrs.
- Wine Appreciation 2 - 21 hrs.
- Smart Serve - 3 hrs.

***The Smart Serve Certificate is mandatory for alcohol servers in Ontario.**

Important information regarding in-class alcohol consumption

As of August 1, 2010, under a regulation of the Highway Traffic Act, there is now a Zero Blood Alcohol Concentration (BAC) when operating a motor vehicle for novice drivers of any age holding G1, M1 and M2 licenses, and all drivers 21 years of age and under.

Students registered in cooking courses and workshops that include alcohol as part of the menu who hold a novice license or are 21 years or under, must not consume alcohol as part of these courses OR must sign a waiver indicating that they will not drive after these classes

Mixology — HOSPFB107

Master the art and science of mixing cocktails for restaurant, bar, catering and banquet facilities in compliance with standards found in Hospitality Beverage Operations. Tasting and practice sessions are included. Liquor/product costs of $75.00 included in course fee.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21931	MO	Apr15	Jun24	6:30-10:00	10	Classroom (FF)	$345.90

Mixology 2 — HOSPFB002

Enhance your skills with emphasis on premium liquors, liqueurs, cream drinks, wine cocktails, shooter varieties and domestic and imported beers. Liquor/ product costs of $45.00 included in the course fee. Prerequisite: Mixology 1 HOSPFB001.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21932	MO	May13	Jun24	6:30-10:00	6	Classroom (FF)	$207.54

Be A Professional Server — HOSP10010

Learn the skills of a Professional Bartender/Wait Person. Acquire proper tableside techniques for bar and dining room service. Customer Relations, "Point of Sale" Systems, menu presentation, proper meal service, banquet service and bartending etiquette will also be addressed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21930	TH	Apr25	May30	7:00-10:00	6	Classroom (FF)	$147.32

Wine Appreciation 1 — HOSPFB004

Examine the regions of the NEW WORLD with special attention on Ontario. Study the character and quality. Develop your tasting ability and assessment skills. Included in the course fee is $50 for wines and upon successful completion, the Wine Council of Ontario Certificate of Merit. Bring 6 wine glasses to each class. WCO manual included in the fee.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21933	WE	Apr24	May29	6:30-10:00	6	Classroom (FF)	$232.54

Wine Appreciation 2 — HOSPFB005

Explore the elegance of Old World Wines, grape varieties, regions, including France and Italy. Develop your tasting skills with selected wines. Gain an understanding of quality standards and regulations. Wine costs of $50 included in course fee.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21934	WE	Jun5	Jul10	6:30-10:00	6	Classroom (FF)	$212.54

Smart Serve Certification Course — HOSPFB008

Gain a competitive edge for employment in the hospitality sector. Mandatory for all working in an establishment that serves alcohol in Ontario. On successful completion of a written exam, you will receive a wallet-sized card verifying certification. Fee includes a manual $19.00.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21935	TU	Apr23	Apr23	6:00-9:30	1	Classroom (FF)	$50.53
21936	TU	May7	May7	6:00-9:30	1	Classroom (BF)	$50.53
21937	SA	May25	May25	10:00-1:30	1	Classroom (FF)	$50.53
21938	TU	Jun11	Jun11	6:00-9:30	1	Classroom (FF)	$50.53
21939	TU	Jul16	Jul16	6:00-9:30	1	Classroom (FF)	$50.53

LABOUR STUDIES

Labour Studies Certificate (139)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 9 courses

Offered in partnership with the Solidarity Place Education Centre.

Questions?

Call: 905-547-2944 ext. 22
Email: labourstudies@mohawkcollege.ca
Web: ce.mohawkcollege.ca/labourstudies

Program of Studies

The Program of Study has changed effective Fall 2012. Students who began their studies prior to Fall 2012 should contact Solidarity Place regarding a strategy for completion.

Mandatory Courses:		Hours
LABR10089	Stewards Training 1	15
LABR10090	Stewards Training 2	15
LABR10091	Collective Bargaining 1	15
LABR10092	Collective Bargaining 2	15
LABR10093	Social Media & Communications for Workers	15
LABR10094	Labour History & Lobbying for Change	15
LABR10095	Human Rights, Diversity & Equity	45
LABR10096	Workers & Community: Making the Connection	45
WORKUN199	Labour Studies Field Placement	60

Unless otherwise specified a manual is required at an extra cost. Solidarity Place will collect fees for manuals on the first day of class.
Manual prices are available at www.hamiltonlabour.ca. Choose the Education tab.

Collective Bargaining 1 — LABR10091

Develop a solid understanding of the bargaining process and factors that affect bargaining. Covers a working knowledge of laws and rules that structure the process.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22031	SA/SU	Apr27	Apr28	9:00-4:30	2	Classroom (HD)	$105.75

Collective Bargaining 2 — LABR10092

How do we deal with workplace change, restructuring, automation, or new technology? Learn what language best protects workers against unfairness and study methods of dealing with concession demands in pension and health benefits. Prerequisite: LABR10091.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22032	SA/SU	May4	May5	9:00-4:30	2	Classroom (HD)	$105.75

Social Media and Communications for Workers — LABR10093

Learn to use the media to communicate to workers, members and the public. Discuss how news is framed and explore media alternatives. Develop news releases, advisories and press conferences materials.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22033	SA/SU	Jun1	Jun2	9:00-4:30	2	Classroom (HD)	$105.75

Labour Studies Field Placement — WORKUN199

Apply the skills and knowledge learned in the Labour Studies Program. Gain credit for approved projects and roles in the labour movement, community organizations and various environmental projects. Manual not required. You must contact labourstudies@mohawkcollege.ca or 905-527-2944 x22 BEFORE registering.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22034						FieldWork	$172.35

Labour Studies in Occupational Health and Safety Certificate (140)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Offered in partnership with the Solidarity Place Worker Education Center.

Questions?

Call: 905-547-2944 ext. 22
Email: labourstudies@mohawkcollege.ca
Web: ce.mohawkcollege.ca/labourstudiesohs

Program of Studies

The Program of Study has changed effective Fall 2012. Students who began their studies prior to Fall 2012 should contact Solidarity Place regarding a strategy for completion.

Mandatory Courses:		Hours
SAFE10080	OH&S - Level 3 - Common Workplace Issues	30
WORK10101	Labour Issues - Research & Documentation in Health & Safety	55
Option Group 1 - Choose 1:		
LABREWS01	OH&S - Level 1	30
SAFE10025	OH&S - Level 1 - Federal	30
Option Group 2 - Choose 1:		
LABREWS02	OH&S - Level 2 - Provincial Law	30
SAFE10027	OH&S - Level 2 - Federal Law	30
Option Group 3 - Choose 1:		
LABREWS07	OH&S - Level 2 - Provincial Committees	30
SAFE10026	OH&S - Level 2 - Federal Committees	30
Option Group 4 - Choose 1:		
SAFE10081	OH&S - Industrial	30
SAFE10082	OH&S - Health Care/Community Worker	30
SAFE10086	OH&S - Manufacturing & Fabricating Hazards	45

Unless otherwise specified a manual is required at an extra cost. Solidarity Place will collect fees for manuals on the first day of class.

Manual prices are available at www.hamiltonlabour.ca. Choose the Education tab.

Occupational Health & Safety- Level 2 - Provincial Law — LABREWS02

Understand provincial OH&S laws and regulations. Learn how they are interpreted and used to safeguard workers. Review inadequacies and formulate strategies to overcome them. Discover how to support workers efforts for improvements. Prerequisite: LABREWS01 or SAFE10025.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22035	SA/SU	May25	Jun2	9:00-4:30	4	Classroom (HD)	$211.50

Occupational Health & Safety - Level 2 - Provincial Committees — LABREWS07

Discover changes to the OH&S Act, issues of dangerous circumstances and gains in testing & inspections. Learn responsibilities of Joint committees through discussion, skill development and use of practical tools. Prerequisite: LABREWS01 or SAFE10025.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22036	TU	Jun11	Aug13	6:00-9:00	10	Classroom (HD)	$211.50

Occupational health & Safety - Manufacturing & Fabricating Hazards — SAFE10086

Covers: electrical hazards, hand tool risks, compressed gas, welding hazards, indoor air quality, conveyor systems, operational principles of forklifts, machine guarding, noise levels, hearing loss and more. Prerequisite: LABREWS01 or SAFE10025.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22037	SA/SU	Jul6	Jul21	9:00-4:30	6	Classroom (HD)	$317.25

Labour Issues - Research & Documentation in Health & Safety — WORK10101

Identify current issues, potential long term risks, and benefits related to the health & safety knowledge you have gained in this program through independent study and research. Topics will be relevant to your daily life, work, volunteerism, etc.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22038						FieldWork	$162.30

Workplace Insurance and Disability Prevention Leadership Certificate (942)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 11 courses

Mohawk College, in partnership with the Occupational Disability Response Team (ODRT), offers specialized leadership training in the field of Workplace Insurance and Disability Prevention. Intended for individuals interested in working in the field of Workplace Safety & Insurance Advocacy or as a Disability Prevention specialist. Offers programming in fundamental principles, law, advocacy, key skill sets, advanced claim strategies, complex issue analysis, research and leadership training/coaching.

Questions?

Call: 416-441-7654 or 905-547-2944 ext. 22
Email: info@odrt.ca or labourstudies@mohawkcollege.ca
Web: ce.mohawkcollege.ca/WIDPL

Program of Studies

Mandatory Courses:		Hours
LABRUN026	Rights & Obligations - Level 1	12
LABRUN027	Benefits & Services - Level 2	12
LABRUN022	Appeals & Dispute Resolution - Level 3	44
LABRUN023	Return to Work - Level 4	36
LABRUN024	Medical Orientation - Level 5	30
LABREWS01	OH&S - Level 1	30
LABR10085	Basic Strategies	18
WORK10075	Field Placement: Advocacy	40
WORK10076	Field Placement: Disability Prevention	40
Option Group 1 - Choose 2:		
LABR10025	Occupational Disease - Level 6	36
LABR10086	Advanced Strategies 1	12
LABR10087	Advanced Strategies 2 - Part 1	20
LABR10088	Advanced Strategies 2 - Part 2	20

Unless otherwise specified a manual is required at an extra cost. The SPWEC will collect fees for manuals on the first day of class.
Manual prices are available at www.hamiltonlabour.ca. Choose the Education tab.

Rights and Obligations-Level 1 — LABRUN026

Apply knowledge of all statutory obligations in facilitating workplace insurance reporting and adjudicative procedures.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22146	SA/SU	Apr27	Apr28	9:00-3:00	2	Classroom (HD)	$84.60

Benefits and Services-Level 2 — LABRUN027

Apply knowledge of worker benefits and services established through current and historical legislation, regulations, and policies. Prerequisite: LABRUN026.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22147	SA/SU	May11	May12	9:00-3:00	2	Classroom (HD)	$84.60

Medical Orientation-Level 5 — LABRUN024

Learn to analyze medical reports and resolve entitlement issues for injured workers. Prerequisite: LABRUN022 or LABRUN023.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22150	FR SA	Jul12	Jul27	6:00-9:00 9:00-4:00	6	Classroom (HD)	$211.50

Advanced Strategies 2-Part 2 — LABR10088

Choose from a number of modules in your individual area of concern. Modules include: understanding specific compensation issues, return to work and disability prevention principles.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22148	FR SA	Jun7	Jun15	6:00-9:00 9:00-4:00	4	Classroom (HD)	$141.00

Field Placement: Advocacy — WORK10075

Apply skills and knowledge in areas including: interviewing injured workers, preparing case files, reviewing WSIB files, communicating with adjudicators and health professionals, preparing for appeals and completing WSIB forms.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22153						FieldWork	$126.40

Field Placement: Disability Prevention — WORK10076

Apply skills and knowledge in areas including: reviewing and developing Return to Work policies, plans and programs, reviewing injured worker functional abilities, identifying potential barriers, developing accommodation solutions, and participating in RTW meetings and mediation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22159						FieldWork	$126.40

Joint Certificate in Labour Studies (McMaster University, Mohawk College, Worker Education Centre)

Offered in partnership with the Solidarity Place Education Centre and the Brantford & District Labour Council. McMaster University offers a number of scholarships to students taking certificate courses.

Mohawk College Questions?
Call: 905-547-2944 ext.22
Email: labourstudies@mohawkcollege.ca
Web: ce.mohawkcollege.ca/labourstudiesjoint

McMaster University Questions?
Call: 905-525-9140 ext.24692
Email: molnars@mcmaster.ca
Web: www.labourstudies.mcmaster.ca/hdlc-mac-mohawk-certificates

Please note: inquiries regarding registration & refunds should be directed to the institution offering the course.

McMaster Courses

Internet Skills for Activists (64-829)

Learn how activists use social networking to mobilize and explore these technologies in a practical way. Build a blog and use online tools including Blogger, Twitter, YouTube, Facebook and Flickr. Fee payable to McMaster University at the first class (cash or cheque only). Takes place at McMaster University, KTH-709.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
	SA	Apr6	Apr13	9:30-4:00	2	Other	$125.00

LANGUAGES & COMMUNICATIONS

Certificate of Competence in the French Language (829)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses
Discover the French Language. Develop practical written and conversation skills for work or personal enjoyment.

Questions?
Call: 905-575-2025 or 905-561-6093
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/french

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Program of Studies

Mandatory Courses:		Hours
LANGFR003	La Pratique du Francais 1	39
LANGFR004	La Pratique du Francais 2	39
LANGFR005	La Pratique du Francais 3	39
LANGFS032	Parlons Francais 1	39
LANGFR006	La Pratique du Francais 4	39
LANGFS033	Parlons Francais 2	39
LANGFR007	La Pratique du Francais 5	39
LANGFS071	Parlons Francais 3	39

Challenge Exams
- If you think that you are eligible for placement into a higher level, you should register for the appropriate challenge exam. You may challenge up to 75% of the required credits.
- For beginners, no placement test is required; register directly in La Pratique 1.
- Written test (FR003, FR004, FR005, FR006): You may obtain up to 4 credits with these tests which measure competence in grammar.
- Oral test (FS032, FS033): You may obtain up to 2 credits with these tests which measure conversational competence.

A non-Refundable fee will be charged. Exam date to be arranged during the semester. Contact Prior Learning Assessment & Recognition (PLAR) at plar@mohawkcollege.ca

For placement in the appropriate French course, contact Val LeBlanc at 905-561-6093.

French 1 — LANG10061

Build confidence using simple structures and vocabulary to express yourself and ask questions in French. Read short articles for insight into French family life and family celebrations in Canada and around the world. Equivalent to La Pratique du Francais 1 (LANGFR003). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21113		May10	Aug16			Online (OL)	$346.16
21094		Jun3	Sep9			Online (OL)	$346.16

La Pratique du Francais 1 — LANGFR003

Learn the basics of grammatical structures and vocabulary for conversational applications. REQUIRED TEXT: "En bons termes" by Prentice Hall.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21547	MO	Apr15	Jul22	6:30-9:30	13	Classroom (FF)	$301.86
21548	TU	Apr16	Jul9	6:30-9:30	13	Classroom (FF)	$301.86
21549	WE	Apr17	Jul17	6:30-9:30	13	Classroom (FF)	$301.86
21550	SA	Apr20	Jul13	9:00-12:00	13	Classroom (FF)	$301.86

French 2 — LANG10062

Further develop language skills by building vocabulary related to weekend chores, leisure, sports and travel. Enhance knowledge of French verb tenses and simple grammar for increased fluency and confidence. Equivalent to La Pratique du Francais 2 (LANGFR004). Prerequisite: French 1 (LANG10061). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21114		May10	Aug16			Online (OL)	$346.16

La Pratique du Francais 2 — LANGFR004

Benefit from additional practice in everyday conversational patterns. Basic knowledge of French essential. Prerequisite: FR003.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21551	MO	Apr15	Jul22	6:30-9:30	13	Classroom (FF)	$301.86
21552	TH	Apr18	Jul11	6:30-9:30	13	Classroom (FF)	$301.86
21553	SA	Apr20	Jul13	9:00-12:00	13	Classroom (FF)	$301.86

French 3 — LANG10063

Enhance your understanding of French. Develop the ability to tell stories and express yourself, using more complex sentence structures and French past tense. Anecdotes by French Canadian authors serve as a model. Equivalent to La Pratique du Francais 3 (LANGFR005). Prerequisite: French 2 (LANG10062). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21115		May10	Aug16			Online (OL)	$346.16

La Pratique du Francais 3 — LANGFR005

Exprimez-vous sans probleme dans une discussion se rapportant a une situation quotidienne. Le passe compose est un des points grammaticaux les plus importants enseignes dans ce niveau.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21554	TU	Apr16	Jul16	6:30-9:30	13	Classroom (FF)	$301.86
21555	SA	Apr20	Jul13	9:00-12:00	13	Classroom (FF)	$301.86

French 4 — LANG10064

Build vocabulary and fluency for everyday situations, mastering complex verb tenses and sentence structures. Articles from French speaking Canada serve as language models and provide a cultural perspective on current issues. Equivalent to La Pratique du Francais 4 (LANGFR006). Prerequisite: French 3 (LANG10063). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21116		May10	Aug16			Online (OL)	$346.16

La Pratique du Francais 4 — LANGFR006

Etudiez les elements grammaticaux dans un contexte a la fois personnel et culturel:conditionnel present, revision des temps etudies dans les niveaux precedents.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21556	MO	Apr15	Jul22	6:30-9:30	13	Classroom (FF)	$301.86

French 5 — LANG10065

Expand your vocabulary, master more complex sentences and learn to appreciate the diversity of the French language. Research and discuss current events in French Canada, using various political, social and cultural articles as references. Equivalent to La Pratique du Francais 5 (LANGFR007). Prerequisite: French 4 (LANG10064). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21117		May10	Aug16			Online (OL)	$346.16

La Pratique du Francais 5 — LANGFR007

Reaffirmez votre connaissance de la langue francaise et developpez votre interaction orale en situation de petits groupes.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21557	TH	Apr18	Jul11	6:30-9:30	13	Classroom (FF)	$301.86

Parlons Francais 1 — LANGFS032

Develop vocabulary and grammatical structures for everyday situations, with emphasis on oral communication. Prerequisite: LANGFR005 La pratique du francais 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21558	TH	Apr18	Jul11	6:30-9:30	13	Classroom (FF)	$301.86

Parlons Francais 2 — LANGFS033

Developpez votre vocabulaire et differentes structures orales en etudiant les themes suivants: "Preparons un voyage!", "Passons la douane!", "Arrivee a l'hotel", "Sejour a l'hotel", "Depart de l'hotel". Prerequisite: Parlons Francais 1 FS032, La Pratique du Francais 3 FR005.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21559	WE	Apr17	Jul10	6:30-9:30	13	Classroom (FF)	$301.86

Parlons Francais 3 — LANGFS071

Developpez votre vocabulaire en etudiant les themes suivants: "Visitons la ville.", "Habillons-nous!", "Allons a la banque!", "Allons au restaurant!", "Allons magasiner!". Relaxed atmosphere. Conversation, situations from everyday life. Prerequisite: FS033 Parlons francais 2, FR007 La Pratique du Francais 5.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21560	TU	Apr16	Jul9	6:30-9:30	13	Classroom (FF)	$301.86

French - Advanced

Broaden your knowledge in the areas of grammar and conversation. A selection of 30 hour courses has been developed to intensify your grammatical knowledge previously learned through a series of exercises, compositions, office practices and more. Other courses will expand your oral knowledge by doing listening and reading exercises. Further enhanced by spontaneous dialogue through presentations and debates dealing with past and current events.

Questions?

Call: 905-561-6093 (Val LeBlanc)

Admission Requirements

- Certificate of Competence in the French Language.

La Grammaire Avancee 1 — LANG10046

La maitrise des regles grammaticales et la formation des temps des verbes 'reguliers et irreguliers' et leurs emploies dans des exercices ecrits et oraux. Ainsi que l'emploi et le placement des pronouns.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21561	WE	Apr17	Jul3	6:30-9:30	12	Classroom (FF)	$232.20

Parlons Avance 3 — LANGFS079

A continuation of Parlons Avance 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21562	TU	Apr16	Jul2	6:30-9:00	12	Classroom (FF)	$232.20
21563	FR	Apr19	Jul5	9:30-12:00	12	Classroom (FF)	$232.20

Language Interpreter Training Program

Obtain the training you need to become a spoken language interpreter. There is a growing need for skilled interpreters within the legal, health care, and social service sectors. Benefit from a solid introduction to interpreting theory, with skills development practice in consecutive interpreting, sight translation and note taking, simultaneous interpreting, standards of practice, and more. Benefits individuals interested in a career in interpreting, and those already working as interpreters who wish to upgrade their skills and obtain a college credential.

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/languageinterpreter

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements
1. Minimum Ontario Secondary School Diploma or equivalent
2. Fluency (reading, writing, speaking) in English as well as a second language. Note: Intended for individuals with excellent proficiency in English and a second language.

Program of Studies

Mandatory Courses:		Hours:
LANG10031	Introduction to Spoken Language Interpreting	30
LANG10032	Consecutive Interpreting	30
LANG10033	Skills Development - Sight Translation	30
LANG10034	Skills Development - Simultaneous Interpreting	30
LANG10035	Setting Specific Interpreting	36
LANG10036	Capstone Course-Skills Integration	30

COMPETENCY TESTS (CILISAT or ILSAT):
- You must successfully complete and pass a Competency Test (CILISAT or ILSAT) administered by a provincial agency. This mandatory testing is recommended to be taken after the fourth course (LANG10034) and must be completed prior to registration in the sixth course (LANG10036). Any associated expenses are your responsibility.
- Testing can be arranged through Mohawk College. Contact Bonnie Pataran for details.

Orientation Session:
Thursday, April 4, 2013 - 6:30 - 8:00 p.m. **OR** Wednesday, April 10, 2013 - 6:30 - 8:00 p.m. FENNELL CAMPUS - J-WING - ROOM J103, Park in Lot P8. Contact: 905-575-2307 or bonnie.pataran@mohawkcollege.ca to reserve a spot

Intensive Language Interpreter Training Program

Become a Qualified Interpreter in 3 1/2 months.
Dates: April 17 - July 15.
- Offered during the evening hours: Mon/ Wed/ Fri and one Saturday per course.
- Tuition Cost: $1439.51 for 6 courses(does not include competency testing cost)
- Attend one of the Orientation Sessions or contact Bonnie Pataran for course schedule

Introduction to Spoken Language Interpreting — LANG10031

Explore the fundamentals of spoken language interpreting in various settings, with emphasis on the interpreter's role, standards of practice, and skills required for successful interpreting. CRN 22135 Dates: Apr. 20, 27, May 4, 11, 25. Revision of dates if necessary.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22134	TU/TH	Apr16	May16	6:30-9:30	10	Classroom (FF)	$232.20
22557	Mo/We/Fr SA	Apr17	Apr29	6:00-10:00 9:00-3:30	7	Classroom (FF)	$232.20
22135	SA	Apr20	May25	9:00-3:30	5	Classroom (FF)	$232.20
21047		May10	Aug16			Online (OL)	$262.40

Consecutive Interpreting — LANG10032

Benefit from a skilful mix of theory and practice focused on memory and comprehension, note taking, vocabulary building and handling linguistic and ethical challenges. Prerequisite: LANG10031. CRN 22139 Dates: June 8, 15, 22, 29, July 6. Revision of dates if necessary.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21144		May10	Aug16			Online (OL)	$262.40
22138	TU/TH	May21	Jun20	6:30-9:30	10	Classroom (FF)	$232.20
22139	SA	Jun8	Jul6	9:00-3:30	5	Classroom (FF)	$232.20

Skills Development - Sight Translation — LANG10033(SA)

Focus on the fundamentals of sight translation and related skills, such as fast reading, scanning for main ideas, vocabulary enrichment, paraphrasing and more. Develop tools for handling ethical and performance challenges. Prerequisites: LANG10031,10032.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21185		May10	Aug16			Online (OL)	$262.40

Skills Development - Simultaneous Interpreting — LANG10034(SA)

Develop and practice proven skills and techniques for simultaneous interpreting in various settings and contexts, with emphasis on active listening, shadowing, retelling, paraphrasing, note taking, memory exercises and self-evaluation. Prerequisites: LANG10031, LANG10032, LANG10033.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21048		May10	Aug16			Online (OL)	$262.40

Setting Specific Interpreting — LANG10035(SA)

Examine protocols, procedures and techniques for interpreting in various settings. These include the courts and legal settings involving child victims/witnesses, health care setting and the domestic violence sector. Prerequisite: LANG10031, 10032, 10033, 10034.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21519		May10	Aug16			Online (OL)	$262.40

Capstone Course, Skills Integration — LANG10036(SA)

Prior to registering for this course you must provide proof of successful completion of the CILISAT or ILSAT test. Enhance your skills in consecutive interpreting and note taking, sight translation and simultaneous interpreting developed in previous courses. Topics also include professional comportment and financial management skills require for work as an independent contractor. Prerequisites: First 5 courses.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21049		May10	Aug16			Online (OL)	$262.40
29077	MO/WE/FR SA	Apr5	Apr17	6:00-10:00 9:00-3:30	8	Classroom (FF)	$232.20

Languages - Other

Questions?
Call: 905-575-2025
Email: crearts@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

American Sign Language I — LANGLL120

Learn the basics of the communication system used by most deaf people.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21572	TU	Apr9	Jun25	6:45-10:00	12	Classroom (FF)	$301.86

American Sign Language II — LANGLL220

Continue the study of A.S.L. begun in LL120 to develop increased capability. You will receive an Acknowledgement of Completion upon successful completion of levels 1 and 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21573	TH	Apr11	Jun27	6:45-10:00	12	Classroom (FF)	$301.86

Sign Language I - Part A — LANGLL359

Designed to provide you with knowledge of the ear, various levels of hearing loss and practical use of Sign Language. Emphasis is placed on American Sign Language as a component of Total Communication. Practice receptive and expressive skills, body language, facial expression and classifiers. Basic issues are covered such as deaf and hard of hearing populations and cochlear implants. Course Dates: April 13, 14, 20, 21 & 27.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21580	SA/SU	Apr13	Apr27	9:00-4:00	5	Classroom (FF)	$301.86

Conversational Mandarin Chinese — LANGLLA16

Explore Chinese culture and basic vocabulary and grammar of Mandarin, the official language of Mainland China and Taiwan.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21574	TU	Apr9	Jun25	6:45-10:00	12	Classroom (FF)	$301.86

Italian for Beginners — LANG10054

Develop the fundamental ability to comprehend the basic Italian vocabulary and structures. Grammar and writing skills are introduced as well as early reading skills. While using the reading passages, you will be introduced to the fundamental aspects of the Italian culture. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21149		May10	Aug16			Online (OL)	$346.16

Sign Language I - Part B LANGLL459
29051 WE Apr17 Jul3 6:30-10:00 12 Classroom (FF) $301.86

Italian 1 — LANGLLA03

Learn the essential of grammar, idiomatic expressions and conversation for everyday use. Please purchase the text "Percorsi" before the first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21575	TH	Apr11	Jun27	6:45-10:00	12	Classroom (FF)	$301.86

Italian 2 — LANGLLB03

Benefit from additional practice in grammar and conversation in everyday use. Prerequisite: Italian 1 or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21576	TU	Apr9	Jun25	6:45-10:00	12	Classroom (FF)	$301.86

Practica Italian 1 — LANGLLD09

Practice oral and written skills covered in Conversational Italian 1. Non-credit. Prerequisite: Italian Conversational 1 or permission from the instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21578	MO	Apr1	May6	7:00-10:00	6	Classroom (FF)	$193.00

Practica Italian 2 — LANGLLD10

Benefit from practice of oral and written skills developed in Conversational Italian Level 2. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21579	MO	May13	Jun24	7:00-10:00	6	Classroom (FF)	$193.00

Introduction to Japanese — LANG10060

Gain a basic understanding of conversational Japanese, with a focus on vocabulary, common phrases, and grammar fundamentals. Japanese culture, customs, and society are also examined. Microphone required. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21076		May10	Aug16			Online (OL)	$346.16

Japanese-Conversational 1 — LANGLLA17

Gain an introduction to Japanese culture and basic language with emphasis on pronunciation, vocabulary and grammar for typical conversational situations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21577	MO	Apr1	Jun24	6:45-10:00	12	Classroom (FF)	$301.86

Spanish For Beginners — LANGLLE01

Develop your conversational skills for everyday communication. Good for travelers.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21584	SA	Apr6	Jun29	9:15-12:30	12	Classroom (FF)	$301.86
21582	TU	Apr9	Jun25	6:45-10:00	12	Classroom (FF)	$301.86
21583	WE	Apr10	Jun26	6:45-10:00	12	Classroom (FF)	$301.86

Spanish-Conversational 1 — LANGLLA04

Focus on rapid learning of spoken, idiomatic Spanish. Some written work included. Prerequisite: Spanish for Beginners or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22377	MO	Apr1	Jun24	6:45-10:00	12	Classroom (FF)	$301.86
21585	TH	Apr11	Jun27	6:45-10:00	12	Classroom (FF)	$301.86

Spanish-Conversational 2 — LANGLLB04

Practice speaking and writing Spanish at the intermediate level. Prerequisite: Spanish Conversational 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21586	WE	Apr10	Jun26	6:45-10:00	12	Classroom (FF)	$301.86

Online Course? Book your exam

Book your exam online early. For instructions visit disted.mohawkcollege.ca/exam.

Writing and Communication

Questions?
Call: 905-575-2025
Email: crearts@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Important Changes:

- Fall 2012 marked the introduction of two new COMM courses in Continuing Education.
- COMM11040 Communication is equivalent to COMMLL041 Communications (Langs) and brings students with basic skills to college level foundational skills.
- COMM10265 Critical and Innovative Thinking is a new second-level communications course (replacing COMM10034 Active Citizenship). COMMLL041 (or equivalent) is a prerequisite for COMM10265.

For ESL (English as a Second Language) Students:

- Students who register in COMM11040 will take a communications assessment the first week of classes. The results of the assessment will indicate if an AC-Communications course (COMMLL043 or COMMLL044) would be more suitable. COMMLL044 is now a prerequisite, not an equivalent, for COMM11040.
- ESL students wishing to register in COMMLL044 must have one of the following prerequisites: COMMLL043 or Canadian Language Benchmark 7 in each of reading, writing, listening and speaking. To verify your eligibility and obtain clearance to register in this course, contact: crearts@mohawkcollege.ca or 905-575-2025
- You may be advised to complete language-based assessment. Please call 905-575-1212 ext. 3569 or email assessment@mohawkcollege.ca to arrange an ESL Language Assessment.

Communication D — COMM11040

An introductory college level English course. Through a variety of assignments, you will develop the reading, writing, critical and analytical skills essential for a communicators in college and upon graduation. Teaches writing through the critical reading of various fiction and non-fiction materials and brings students with basic skills to college level foundational skills.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22098	TU/TH	Apr30	Aug1	6:30-8:30	28	Classroom (FF)	$420.79

Communication — COMMLL041

Develop thinking, writing, reading, speaking and listening skills with emphasis on effective written communication. In online delivery, regular weekly class postings are mandatory and strict deadlines apply.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21142		May10	Aug16			Online (OL)	$367.10
21082		Jun3	Sep9			Online (OL)	$367.10
21399		Jul2	Oct8			Online (OL)	$367.10

Critical and Innovative Thinking — COMM10265

Explore the growing global focus on innovation and critical thinking. Develop advanced communication skills and examine workplace roles and responsibilities. Complete an e-portfolio for future employment. Equivalent to COMM10034, COMM10199 or COMM10171. Prerequisite: COMMLL040 or COMMLL041.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21525		Apr11	Jul15			Online	$195.44
22099	TU	Apr30	Jul30	7:00-9:00	14	Classroom (FF)	$216.72
29133	TU	May7	Jul30	7:00-9:15	13	Classroom (FF)	$216.72

AC - Communications, Part B — COMMLL044(SA)

Improve reading, writing, listening and speaking skills required in a college setting. Learn to write clear, precise business documents with attention to grammar, vocabulary and idiom usage. Prerequisite: COMM10092, COMMLL043, or Canadian Language Benchmark 7 in each of reading, writing, listening and speaking.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22097	TU/TH	May14	Aug8	6:30-8:30	26	Classroom (FF)	$394.43

Grammar and Composition for General Arts & Sciences — COMM10045

Develop awareness and skill in achieving clarity, coherence and precision in writing academic essays. Utilize critical thinking techniques while reading and analyzing a wide variety of essay styles. Plan, outline and write four styles of essays: narrative, cause and effect, process and argumentation. Revising, editing and proofreading skills will be applied to academic essays.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22164	WE	May8	Aug7	6:30-9:30	14	Classroom (FF)	$325.08

Introduction to Intercultural Communication — COMM10073 (E)

Build skills and confidence in communicating respectfully with people from different cultures. Consider differences in gestures, personal space and customs and identify intercultural issues in North American society. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21329		May10	Aug16			Online (OL)	$346.16

Organizational Business Communication — COMM10027

Hone essential business communication skills with emphasis on writing clear reports and documentation, making effective presentations, and enhancing interpersonal skills. Equivalent to Communications (COMMLL041). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21303		May10	Aug16			Online (OL)	$367.10

Researching & Reporting-Lgs — COMMLL122

Explore techniques for effective writing and develop research and reporting skills. Topics include problem definition, print-based and electronic research methodologies, survey strategies, and formal report writing. Course is equivalent to Report Writing. Prerequisite: Communications (COMMLL041) or equivalent post-secondary communications course. 39 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21266		May10	Aug16			Online (OL)	$325.22

Writing Grammatically — COMM10218

Enhance your understanding of English grammar. Benefit from a review of sentence parts, in-depth study of sentence structure and a practical review of stylistic conventions in business writing. 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21112		May10	Aug16			Online (OL)	$384.80

Writing for Publication Certificate (123)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

With a new focus and new courses, this certificate program is ideal for beginner and established writers alike who are interested in creating or enhancing their portfolio of written work. Refresh and refine your skills in the fundamentals of plot, prose and character or take specialized courses in a writing form that appeals to you. Whether you're a would-be novelist, filmmaker, poet, or writer of creative non-fiction, this reinvigorated program will help you jump-start your creativity, improve your technique and most importantly, get you writing.

Questions?

Call: 905-575-2025 or 905-575-2307
Email: crearts@mohawkcollege.ca or bonnie.pataran@mohawkcollege.ca
Web: ce.mohawkcollege.ca/writingpublication

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Refer to the website for the full POS.

Writing for Stage and Screen 1 and 2 can be used in the PERFORMING ARTS CERTIFICATE.

Acknowledgement Of Completion Series

- To further your studies - please visit the website for details.
- The Writing Mysteries course is planned for the Fall 2013 semester.

The Dynamics of Plot — COMM10120

Focuses on the unsung hero of great storytelling: plot. Study and use various plot mechanics and devices through in-class workshop. Learn how to refresh classic storytelling arcs and incorporate backstory and thematic content. Avoid plot cliches. Study great plots from the movies, short stories and novels.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22544	TH	Apr18	Jul11	6:30-9:30	13	Classroom (FF)	$301.86

The Dynamics of Character — COMM10141

Create memorable characters that are the heart of great storytelling. Workshop the techniques necessary for vivid characterization, dialogue, description and backstory. Analyze great characters from Madame Bovary to Seinfeld.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22546	WE	Apr17	Jul10	7:00-10:00	13	Classroom (FF)	$301.86

Creative Writing — COMMLL904

Learn or review the building blocks of fiction writing. Enhance your understanding of plot and character development, setting, dialogue, backstory, point of view, and the concept of "show, don't tell".

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22548	TU	Apr16	Jul9	7:00-10:00	13	Classroom (FF)	$301.86

Writing the Novel 1 — LANGLL936

Master the essentials of the novel form - plot, structure and character arc. Discipline your prose and process as you tackle the first or next draft. Get feedback on your work-in-progress.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22543	WE	Apr17	Jul10	6:30-9:30	13	Classroom (FF)	$301.86

Writing For Publication - Level 1 — COMMLLT03

Explore creative writing and the publishing process, with attention to the various steps of manuscript preparation, including conferencing, editing and proofreading. Examine the writer's craft using professional works as models.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21268		May10	Aug16			Online (OL)	$346.16

Writing For Publication - Level 2 — COMMLLT09

Explore the publishing process with emphasis on the Canadian magazine trade. Consider how to develop your ideas into acceptable compositions and examine strategies for approaching publishers. Prerequisite: Writing for Publication - Level 1 (COMMLLT03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21074		May10	Aug16			Online (OL)	$346.16

Grammar For Writing Professionals — COMMLLT02

Enhance your practical skills in recognizing and correcting errors in accordance with accepted Canadian standards. Learn to work as part of an editing team to produce acceptable full-length manuscripts. Beneficial for potential editors, writers and proofreaders!

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21267		May10	Aug16			Online (OL)	$346.16

Writing For Children — COMMLLP05

Explore children's literature. Develop the unique skills needed to produce stories, poems, and articles for primary and grade-school children. Topics include getting ideas, getting published and marketing your work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22536	TU	Apr16	Jul9	7:00-10:00	13	Classroom (FF)	$301.86

Poetry Writing — COMMLLT13

Develop the skills needed to create and market publishable poems.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21483		May10	Aug16			Online (OL)	$346.16

Writing Poetry COMMLLP04

Combine sound, memory, image and sensuality with strong technique to elevate your poetry. Learn how to edit your work. Expand your subject matter. Study devices and genres from the classic to the contemporary.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22550	WE	Apr17	Jul10	6:30-9:30	13	Classroom (FF)	$301.86

The Dynamics of Prose COMM10119

Great writing hinges on establishing a unique voice and writing style. Learn how to create or refresh yours with this intensive survey and workshopping of the techniques necessary for memorable prose. Study the masters of distinctive prose and workshop your own experiments with writing styles in search of your authentic writing voice. Develop editing strategies for avoiding clunky or purple prose.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22542	TH	Apr18	Jul11	7:00-10:00	13	Classroom (FF)	$301.86

Romance Writing COMMLLT04

Develop skills in creating intriguing plots, fascinating settings, engaging characters, and satisfying romances through examples and practical exercises. Discuss preparing work for publication. Previous writing skills recommended.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21186		May10	Aug16			Online (OL)	$367.10

Travel Writing COMM10121

Look at the wide range of travel writing assignments available to freelance writers, from commercial pieces that border on promotion writing, to literary travel writing and travel memoirs. Along with the pieces themselves, you'll study the various publishing markets for this type of work, from traditional to online opportunities.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21194		May10	Aug16			Online (OL)	$325.22

Creative Writing II: Short Fiction COMMLL945

Continue to hone your fiction writing skills. Create vibrant characters, settings and dialogue, then weave them together into cohesive short stories. Workshops and revisions follow your work from first to final draft.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22539	TH	Apr18	Jul11	7:00-10:00	13	Classroom (FF)	$301.86

Writing Short Stories COMM10259

Examine story writing fundamentals, with emphasis on character development, narrative unity, and plot. Follow a step-by-step approach to producing a story for publication. Consider opportunities for publication and the submission process.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21426		May10	Aug16			Online (OL)	$384.80

NEW! Writer's Weekend-Introductory COMM10279

Are you considering writing? Test the waters with an intensive two-day focus on writing fundamentals. Enhance your skills with stimulating exercises, discussion and workshopping with participants and instructor. An insight to consider further developing your writing skills. This credit course is not part of the certificate program.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22556	SA/SU	Apr13	Apr14	9:30-4:00	2	Classroom (FF)	$92.88

Ready for your Certificate?
Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

LIBRARY/RECORDS MANAGEMENT

Library and Information Technician Diploma (800)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 28 courses

Prepare for employment in academic, public, school and special libraries and other information service settings. Through a carefully designed course of study that combines theory and hands-on practice, participants learn to acquire, organize, retrieve, produce, and disseminate information in print and electronic formats.

Questions?

Call: 905-575-2703 or 905-575-2309
Email: disted@mohawkcollege.ca or dolores.harmspenner@mohawkcollege.ca
Web: disted.mohawkcollege.ca/library

Admission Requirements

- Ontario Secondary School Diploma (OSSD), general or advanced level, or equivalent, or mature student status; and a pass standing in grade 12 English at the general level, or equivalent.
- Library or related experience is strongly recommended.

Program of Studies

The student workload for each course is 10-15 hours per week.

Mandatory Courses:		Hours
LIBRLT110	Intro to Libraries & the Information Industry	39
INFO10172	Information Technology for Library Technicians	39
INFOLT402	Electronic Publishing and Emerging Library Technologies	36
LIBR10041	Online Searching	39
LIBR10044	Reference Processes	39
LIBR10045	Reference Services and Sources	39
LIBR10040	Library Programming, Marketing and Advocacy	36
LIBR10042	Resource Description and Access I	36
LIBR10043	Resource Description and Access II	36
LIBR10039	Library Classification	39
LIBR10038	Indexing and Subject Analysis	39
INFOLT340	Database Design for Info Workers	21
LIBRLT351	Serials	18
LIBRLT350	Acquisitions	36
LIBR10037	Circulation and Inter-Library Loan	36
HRESLT150	Human Relations & Supervision	36
MGMT10041	Library Financial Management & Budgeting	18
COMP10136	Introduction to Computers 1	45
WORKLT290	Field Work 1	105
WORKLT490	Field Work 2	105

1 Communications course, 1 Literature course, 2 General Education courses

Options - Choose 4:		
LIBRLT385	Children's Services and Issues	36
OADMRM100	Records & Information Management Fundamentals	39
LIBRRM103	Archives	39
COMMLT225	Genre Fiction & Readers' Advisory Service	36
LIBR10002	Government Information	36
LIBRLT403	Special Libraries	39
LIBRLT335	Multimedia	36
LIBRLT405	Law Libraries and Legal Research	36
LIBRLT375	School Libraries	39
LIBR10004	Health Libraries and Resources	36
LIBR10034	Youth Services and Issues	36
LIBR10035	Introduction to Metadata	36
LIBR10036	Strategies for Instruction for Library Technicians	36

Some courses are listed under other Programs. Refer to the index.

Intro To Libraries And The Information Industry LIBRLT110

Analyze the role of libraries in an information society, with emphasis on access to information, the organization and services of different types of libraries, and the roles of participants in the information industry. Prerequisite: You must satisfy the Program Admission Requirements.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21163		May10	Aug16			Online (OL)	$325.22

Information Technology for Library Technicians INFO10172

Focus on various types of information technology used in the library setting including mobile devices, e-readers, playaways, ipads and tablets, QR codes and various software and applications. Access to current mobile device technology required. Equivalent to INFOLT390.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21477		May10	Aug16			Online (OL)	$325.22

Electronic Publishing and Emerging Library Technologies INFOLT402

Focus on electronic publishing, including using basic web design, PowerPoint, still and motion screen recording, blogs and RSS readers. PowerPoint software needed. Prerequisite: INFO10053 or INFO10113 or INFO10156 or COMP10136.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21360		May10	Aug16			Online (OL)	$304.28

Online Searching LIBR10041

Learn to apply Boolean constructs and other concepts for efficient retrieval of information from the Internet, library catalogues and commercial databases. Equivalent to LIBRLT220. Prerequisite: LIBRLT110.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21480		May10	Aug16			Online (OL)	$325.22

Reference Processes LIBR10044

Explore fundamental principles of professional accountability that underpin the provision of information services in libraries. Develop effective reference interviewing techniques to answer customer queries. Explore topics related to the management of information service including service standards, in person and virtual service points, policy development and strategies for continuing professional development of staff. Equivalent to LIBRLT420. Prerequisite: LIBR10041.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21523		May10	Aug16			Online (OL)	$325.22

Information Work III LIBRLT425

Continue study of reference tools, with focus on electronic subscription and pay-per-use databases, and internet sources. Explore indexing and abstracting services. Emphasis on information literacy continues. Prerequisite: Information Work II (LIBRLT420).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21166		May10	Aug16			Online (OL)	$325.22

NEW! Reference Services and Sources LIBR10045

Focus on reference services and resources used to answer information queries from library customers. Compare and evaluate traditional and emerging reference resources and apply online search skills to effectively answer typical customer queries. Equivalent to LIBRLT425. Prerequisites: LIBRLT420 or LIBR10044.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22279		May10	Aug16			Online (OL)	$325.22

Library Programming, Marketing and Advocacy LIBR10040

Examine vital client service skills including program planning, outreach, public relations, marketing, and partnerships. Equivalent to LIBRLT435. Prerequisites: LIBRLT220 or LIBR10041.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21479		May10	Aug16			Online (OL)	$304.28

Resource Description and Access 1 LIBR10042

Focus on RDA rules for descriptive catalogue records and MARC coding and ISBD punctuation for bibliographic records in an automated environment. Equivalent to LIBRLT302. Prerequisite: LIBRLT110.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21475		May10	Aug16			Online (OL)	$304.28

Resource Description and Access II LIBR10043

Examine form and choice of entry according to RDA cataloguing rules, cataloguing applications of the World Wide Web, and sources of cataloguing copy in an automated environment. Learn to critically appraise public access catalogues. Recognize the changes in MARC coding resulting from RDA Cataloguing Rules. Equivalent to LIBRLT305. Prerequisite: LIBR10042.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21522		May10	Aug16			Online (OL)	$304.28

Library Classification LIBR10039

Study the principles of classification. Learn to use the Dewey Decimal Classification scheme and Library of Congress Classification scheme. Explore issues related to the process of classifying library materials. Equivalent to LIBRLT320. Prerequisites: LIBRLT305 or LIBR10043.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21478		May10	Aug16			Online (OL)	$335.22

Indexing and Subject Analysis LIBR10038

Study the principles of indexing including abstracts, indexing types and rules, and subject analysis. Equivalent to LIBRLT325. Prerequisites: LIBRLT320 or LIBR10039.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21481		May10	Aug16			Online (OL)	$314.28

Database Design For Information Workers INFOLT340

Examine the role of relational databases in library and information work. Learn to create a database, enter and edit records, search for information and create simple reports. MS Access 2010 required. Prerequisite: INFO10053 or INFO10113 or INFO10156 or COMP10136.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21038		May10	Aug16			Online (OL)	$199.58

Serials LIBRLT351

Explore the technical service aspects of serials with emphasis on ordering, tracking and cataloguing. Evaluate the impact of technology on serial collections. Prerequisite: LIBRLT302.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21208		May10	Aug16			Online (OL)	$178.64

Acquisitions LIBRLT350

Focus on the acquisition of monographs. Develop skills in searching, ordering, receiving, accounting, collection development, the book trade and automating acquisitions functions. Prerequisite: LIBRLT302 or LIBR10042.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21191		May10	Aug16			Online (OL)	$304.28

Library Financial Management & Budgeting MGMT10041

Discuss financial management concepts relating to libraries, with a focus on budgets, financial statements, library funding and strategic planning. Learn to use basic financial information to set goals and objectives. MS Excel software required. Prerequisites: LIBRLT110 and INFO10053 or INFO10113 or INFO10156 or COMP10136.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21192		May10	Aug16			Online (OL)	$178.64

Field Work 1 WORKLT290(SA)

The goal of field work is to broaden your educational experience to include the varied services of different types of libraries. Supervised experience in libraries is essential in the development of library skills. Before registering, and to obtain important information, visit disted.mohawkcollege.ca/library Prerequisites: INFOLT390 or INFO10172, LIBRLT420 or LIBR10044, LIBRLT320 or LIBR10039 and LIBRLT215 or LIBR10037.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22570		Apr1				Online (OL)	$153.44
21050		May10				Online (OL)	$153.44
21125		Jun3				Online (OL)	$153.44
21126		Jul2				Online (OL)	$153.44
22447		Aug1				Online (OL)	$153.44

Get Started Online

We've gone green! Start Up Information for Online (OL) (OntarioLearn) courses is available on the Mohawk website **only** at disted.mohawkcollege.ca/getstarted.

Field Work 2 — WORKLT490(SA)

The goal of field work is to broaden your educational experience to include the varied services of different types of libraries. Supervised experience in libraries is essential in the development of library skills. Before registering, and to obtain important information, visit disted.mohawkcollege.ca/library Prerequisites: WORKLT290, INFOLT402, LIBRLT435 or LIBR10040, INFOLT340, LIBRLT350, LIBRLT351, HRESLT150 and LIBRLT325 or LIBR10038.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22571		Apr1				Online (OL)	$153.44
21139		May10				Online (OL)	$153.44
21127		Jun3				Online (OL)	$153.44
21128		Jul2				Online (OL)	$153.44
22448		Aug1				Online (OL)	$153.44

Computers 1 - Introduction to — COMP10136

Learn to use the Windows operating system, identify and guard against security risks, and format documents and spreadsheets using Microsoft Word and Excel. Microsoft Works is NOT acceptable for this course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21489		May10	Aug16			Online (OL)	$346.16

Records and Information Management Certificate (810)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

With the increasing production of and demand for complex information and the widespread use of automated technologies, businesses, non-profit organizations and government agencies are striving to manage information assets effectively Records and information management programs contribute to the efficiency of an organization's operations by providing systematic control of information resources, from creation through use, storage and final disposition. Learn to operate a records management program in any organizational setting.

Questions?

Call: 905-575-2703 or 905-575-2309
Email: disted@mohawkcollege.ca or dolores.harmspenner@mohawkcollege.ca
Web: disted.mohawkcollege.ca/recordsmanagement

Admission Requirements

- A pass standing in grade 12 English at the general level, or equivalent.

Program of Studies

Mandatory Courses:		Hours
OADMRM100	Records and Info Mgt Fundamentals	39
OADMRM101	Active Records Management	39
GRAPRM102	Document Mgt Technology	39
LIBRRM103	Archives	39
INFO10095	MS Office 2007	42
COMMLL122	Research & Reporting - LGS	39

Some courses are listed under other Programs. Refer to the index.

Records And Information Management Fundamentals — OADMRM100

Develop your skills in inventorying, retention and destruction scheduling, and records management, including electronic records.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22093		May10	Aug16			Online (OL)	$325.22

Archives — LIBRRM103

Develop an understanding of archival theory and practice. Focus on the relationship between archives and records management, acquisition and appraisal, arrangement and description, reference services, preventive conservation, and facility planning and security.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22094		May10	Aug16			Online (OL)	$325.22

SPECIALIZED PROFESSIONAL PROGRAMS

Assertiveness for Professionals

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 3 courses.

Gain a solid foundation of the skills of assertiveness, including self-management skills and skills to deal with challenging individuals and structures within employment settings. These skills are foundational to employment retention and progression in today's challenging and changing world of work.

Questions?

Call: 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/generalinterest

Program of Studies

Mandatory Courses:		Hours
PERSGI050	Assertiveness for Professionals 1	12
PERS10008	Assertiveness for Professionals 2	12
PERS10011	Assertiveness for Professionals 3	12

These courses can also be used in the Workplace Leadership Certificate.

Assertiveness For Professionals — PERSGI050

Develop enhanced personal management skills for career productivity. Focus on stress and anger management, dealing with difficult people, and peer relations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21598	WE	Apr24	May15	6:30-9:30	4	Classroom (FF)	$92.88

Assertiveness for Professionals 2 — PERS10008

A review of skills taught in Level 1 and an introduction to and practice of problem solving skills and dealing with difficult people in work situations. How to deal with assertiveness in group situations, be an effective group leader and team member.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21599	WE	May22	Jun12	6:30-9:30	4	Classroom (FF)	$92.88

Assertiveness for Professionals 3 — PERS10011

Building on the skills developed in Level 1 & 2, receive additional training in emotional management, cognitive restructuring, with particular emphasis on assertiveness within organizational structures and the changing work environment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21600	WE	Jun19	Jul10	6:30-9:30	4	Classroom (FF)	$92.88

Career Consultant Certificate (076)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Career consultation has evolved with economic and labour market changes. If you currently work in Employment and Career Centres or Programs, Education, Human Resources, Social Services, Recruitment Firms, Employment Agencies, Rehabilitation or Multicultural Settings, you will find this program valuable for enhancing your skills.

Questions?

Call: 905-575-2025 or 905-575-1212 ext. 3576
Email: crearts@mohawkcollege.ca or lidia.siino@mohawkcollege.ca
Web: ce.mohawkcollege.ca/careerconsultant

Admission Requirements

- A degree or diploma in a related area. Individuals who have considerable experience in a related field, a minimum of grade 12 or mature student status, and have completed some college or university level courses will also be considered.
- You must be accepted into the program before taking any courses. Contact the Program Manager as above for more information. You will be required to submit an updated resume. You must apply at least one week prior to start-up.

Program of Studies

Mandatory Courses:		Hours
CREDCAR01	Theories of Career Development	39
CREDCAR02	Career Development Resources	39
CREDCAR03	Career Search: Tools & Techniques	39
CREDCAR04	Individual Helping Relationships	39
CREDCAR05	Group Facilitation Skills	39
CREDCAR06	Career Development Measurement & Assessment	39
CREDCAR07	Socio-ecnomic Change & Response	39
CREDCAR08	Diversity in the Workplace	39

Theories Of Career Development — CREDCAR01

Survey current theories of career development, with an emphasis on dominant concepts and the accompanying processes. Examine the history, current thinkers in the field, life-span development, decision-making, and adaptation to change.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22075	TU	Apr16	Jul9	6:00-9:00	13	Classroom (FF)	$301.86

Socio-Economic Change And Response — CREDCAR07

Examine various social, economic and technological trends and the impact of change on the world of work. Learn to help clients understand the labour market and exercise control over their situation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22074	WE	Apr17	Jul10	6:00-9:00	13	Classroom (FF)	$301.86

Condominium Management (ACMO) Certificate (912)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Condominium management is a growth industry in Ontario. Develop theoretical knowledge and practical skills in managing condominiums effectively, including dealing with people, buildings and administrative activities.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca/acmo

ACMO Membership and RCM Exam Questions?

Call: 905-826-6890 or 1-800-265-3263
Email: jschenk@acmo.org
Web: www.acmo.org

Program of Studies

Mandatory Courses:		Hours
LAWSCDM01	Intro to Condominium Law	42
MGMTCDM02	Physical Bldg Management	42
FINCCDM03	Financial Planning for Condo Managers	42
MGMTCDM04	Condo Administration & Human Relations	42
Options - Choose 1:		
CONFBU397	Dealing with Difficult People	30
MGMTMD278	Personal Success	30

Upon completion of the four compulsory courses, you can write the comprehensive Registered Condominium Manager (R.C.M.) examination set by the Association of Condominium Managers of Ontario (ACMO) as a next step to earning this professional designation.

Introduction To Condominium Law — LAWSCDM01

Learn the fundamentals of condominium law. Focus on the Ontario Condominium Act and working with related governance including Declarations, By-laws and Rules and other legislation affecting condominiums.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21287		Apr16	Jul16			Online	$476.70

Physical Building Management — MGMTCDM02

Learn how good maintenance practices can maximize the economic life of the common elements of a physical site. Focuses on the physical building management of high rise condominiums. Discover the importance of maintaining and interpreting drawings, maintenance manuals and specifications and their use in maintaining your building. Equivalent to Facilities Management (MGMTEA631).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21313		Apr16	Jul16			Online	$476.70

Financial Planning For Condominium Managers — FINCCDM03

Examine sound fiscal policies and procedures necessary for a condominium's long term economic success. Focus on budget, collection, expenses, reserve fund, investment, accounting methods, financial statement, cash-flow planning, audit, borrowing, and treasurers and auditors. Working knowledge of Excel, Word and basic bookkeeping is required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21294		Apr16	Jul16			Online	$476.70

Condominium Administration & Human Relations — MGMTCDM04

Explore knowledge and skills required for effective condominium management, including application of the Condominium Act and other legislation in daily operations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21295		Apr16	Jul16			Online	$476.70

Personal Success — MGMTMD278

Enhance key human relations skills including public speaking, listening skills, self-presentation, alliance building and positioning, negotiation skills, managing office politics, time management and stress management.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21272		May10	Aug16			Online (OL)	$262.40

Student Affairs and Services Courses

Study this professional field in higher education that promotes student learning, success and development. Learn how to provide specific educational services and programs designed to facilitate the achievement of students' educational, personal and career goals. Of interest to post-secondary graduates, staff in Admissions, Financial Aid, Advisement/Counselling, Housing and Student Leadership.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/studentaffairs

Student Development and Student Experience — CRED10051

Explore the student experience at a college or university and the impact that the institution and the educational experience has on the student's growth and development. Equivalent to Business Careers (CRED10018). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21350			May10	Aug16		Online (OL)	$346.16

Function and Organizations in Student Affairs — CRED10054

Gain an understanding of various standards and specialized services available at universities and colleges. Learn to integrate these services with the institution's mission, vision and objectives. Prerequisite: Student Development and Student Experience (CRED10051). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21364		May10	Aug16			Online (OL)	$346.16

Learning And The Student Learner — CRED10057

Examine relevant learning theory and current practice in student affairs and services. Gain the tools you need to create a learning-centred environment. Prerequisites: Student Development and Student Experience (CRED10051) and Function and Organizations in Student Affairs (CRED10054). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21078		May10	Aug16			Online (OL)	$346.16

Teaching Online

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 5 courses

Questions?
Call: 905-575-2307
Email: bonnie.pataran@mohawkcollege.ca
Web: disted.mohawkcollege.ca/teachingadultlearner

Assessment of On-Line Learning — EDUC10069

Discuss key issues in planning online assessment and feedback and innovative practices for encouraging collaborative online learning. Topics also include use of electronic marking tools, effective file management and custom email organization. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21119		May10	Aug16			Online (OL)	$262.40

Designing and Authoring an On-line Course — EDUC10068

Focus on the challenges of creating effective online curriculum. Explore innovative possibilities for formatting and delivering online material. Learn to integrate web and text resources and post them to the Blackboard system. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21118		May10	Aug16			Online (OL)	$367.10

Group Learning and Team Development — EDUC10072

Learn and experience, through several interactive processes, the various elements of group dynamics and team development. Through practical experiences and writing exercises, you will build skills as facilitators of the teaching-learning process. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21087		May10	Aug16			Online (OL)	$346.16

Instructing/Facilitating an On-Line course — EDUC10070

Review the role of an online facilitator and strategies for effective online facilitation within a postsecondary learning environment. Examine specific features of the Blackboard Learning System for online facilitation. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21120		May10	Aug16			Online (OL)	$367.10

Teaching the Adult Learner Certificate (129)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Learn to facilitate effective program planning, design meaningful assessment and evaluation tools, and master good instructional skills. Explore learning styles, current issues in education, learning challenges, and instructing in non-traditional environments.

Questions?
Call: 905-575-2703 or 905-575-2307
Email: disted@mohawkcollege.ca or bonnie.pataran@mohawkcollege.ca
Web: disted.mohawkcollege.ca/teachingadultlearner

Program of Studies

Mandatory Courses:		Hours
EDUCTAL03	Adult Learning	42
EDUCTAL02	Curriculum Development	42
EDUCTAL04	Instructional Techniques	42
EDUCTAL05	Assessment & Evaluation	42
EDUCTAL08	Instructional Tech Adult Ed	30
SENSTAL06	Adults with Learning Disabilities	42

Adult Learning — EDUCTAL03

Learn to apply the principles of adult learning and develop the basic skills essential to successful instruction. Specifically designed for teachers and trainers of adults.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21225		May10	Aug16			Online (OL)	$346.16
21394		Jul2	Oct8			Online (OL)	$346.16

Adults With Learning Disabilities — SENSTAL06

Examine the needs of adults with learning disabilities in the educational setting and in society. Develop awareness of various exceptionalities and explore strategies for modifying course content, delivery, and evaluation to ensure success opportunities for all learners. Prerequisite: Adult Learning (EDUCTAL03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21227		May10	Aug16			Online (OL)	$346.16

Curriculum Development — EDUCTAL02

Learn a systematic approach to curriculum development based on a model that includes needs assessment, learning outcomes, course outlines, lesson plans, and assessment approaches for evaluating performance. Develop a course outline and a lesson plan. Prerequisite: Adult Learning (EDUCTAL03) and Adults with Learning Disabilities (SENSTAL06).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21002		May10	Aug16			Online (OL)	$346.16
21533		Jun3	Sep9			Online (OL)	$346.16

Instructional Techniques — EDUCTAL04

Explore instructional techniques, resources and classroom management strategies that challenge adult learners. Design and deliver a lesson online. . Students will be required to use a microphone for some course assignments. Prerequisite: Adult Learning (EDUCTAL03), Curriculum Development (EDUCTAL02) and Adults with Learning Disabilities (SENSTAL06).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21226		May10	Aug16			Online (OL)	$346.16
21534		Jun3	Sep9			Online (OL)	$346.16

Assessment And Evaluation — EDUCTAL05

Examine assessment and evaluation processes for adult learners. Evaluate your own practice as a teacher or trainer in your environment. Prerequisite: Adult Learning (EDUCTAL03), Curriculum Development (EDUCTAL02), Instructional Techniques (EDUCTAL04) and Adults with Learning Disabilities (SENSTAL06).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21164		May10	Aug16			Online (OL)	$346.16
21134		Jul2	Oct8			Online (OL)	$346.16

Instructional Technology In Adult Education — EDUCTAL08

Examine effective integration of instructional technology into curriculum design, teaching techniques and assessment for adult learners. Considerable research and reading are required. Excellent computer and Internet skills essential. Prerequisites: Adult Learning (EDUCTAL03) and Curriculum Development (EDUCTAL02).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21436		May10	Aug16			Online (OL)	$262.40

VISUAL AND PERFORMING ARTS

Performing Arts Certificate (929)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Get the skills you need to go forward in the acting industry and to gain a hands-on perspective of the craft. Provides you with the fundamentals to pursue a career in theatre arts, and the necessary information and contacts to move forward. Of interest to Media Studies students and those wishing to increase their communication skills, spontaneity and showmanship and apply these skills to your present careers outside of the acting industry. Writing for Stage and Screen 1 & 2 are credit courses in the Writing for Publication Certificate.

Questions?
Call: 905-575-2025 or 905-575-1212 ext. 3009
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/performing arts

Program of Studies

Mandatory Courses:		Hours
CREA10072	Acting for Beginners	24
CREA10071	Acting Two	24
CREA10079	Acting Three: The Feedback Show	24
CREA10085	Acting Four: The Career Class	24
Options - Choose 4:		
CREA10086	Acting for Film/TV	24
CREA10087	Acting for Film/TV 2	24
CREA10136	The Master Class	24
CREA10090	An Actor's Director	24
CREA10091	Whose Laugh is it Anyway?	24
ASTHWS029	Make-up: Theatrical & Special Effects 1	30
ASTHWS032	Make-up: Theatrical & Special Effects 2	30
CREA10092	The Monologue Class	24
COMM10268	Writing for Stage & Screen 1	24
COMM10269	Writing for Stage & Screen 2	24

Acting for Beginners — CREA10072

Join Actress/Director/Teacher/Second City Grad Christina Payne, along an artistic journey connecting on camera/stage through character creation, commercial auditions, finding legitimate agents & building your resume. Using monologue/scene analysis tools & improvisation exercises to stimulate & prepare you for a career in the arts.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22464	MO	Apr15	Jun10	7:00-10:00	8	Classroom (FF)	$185.76

Acting Two — CREA10071

An intense look inside the performer's internal approach to the character's conception. Examine human behaviour/re-create the substance that produces the truthful "moments" within the work. Designed like a rehearsal class for students seriously interested in pursuing a career & intent on performing their final work in Acting Three. Prerequisite: Acting for Beginners. Location: Staircase Theatre 27 Dundurn St. N. Hamilton

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22466	TU	Apr16	Jun4	7:00-10:00	8	Other	$169.20

Acting Three: The Feedback Show — CREA10079

You will be given the opportunity to perform past work to an esteemed panel of industry professionals. Gain constructive feedback and an opportunity to network. This guidance can assist your launch towards a professional career as working actor. Prerequisite: Acting Two (rehearsal class). Location: Staircase Theatre 27 Dundurn St. N. Hamilton.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22465	WE	Apr17	Jun5	7:00-10:00	8	Other	$169.20

Writing for Stage & Screen 1 — COMM10268

Learn the basics of writing engaging dialogue, memorable characters, and conflicts, suited to both the stage and screen. Tackle the basic building blocks of writing dramatic and powerful scenes and stories through a series of writing exercises.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22467	WE	Apr24	Jun12	7:00-10:00	8	Classroom (FF)	$185.76

Visual Arts Certificates

These programs provide a solid base of theory and practice which, with additional training and experience, could lead you to occupations, such as advertising, design, textiles, teaching, recreation, gallery work or self-employment.

Questions?

Call: 905-575-2298 or 905-575-2312, Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/visualarts

Visual Arts - Foundation Certificate (041)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Program of Studies

- Design and Colour 1 should be taken first.

Mandatory Courses:		Hours
ARTTPG101	Design and Colour 1	30
ARTTPD201	Drawing 1	30
HISTPD024	History of Crafts	30
SAFECR442	Safety in the Arts	3

Options - Choose 4:

Any introductory or basic level studio/hands-on courses from Visual Arts Certificates

Visual Arts - Intermediate Certificate (042)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Admission Requirements

- Visual Arts - Foundation Certificate

Program of Studies

Mandatory Courses:		Hours
ARTTPG201	Design & Colour 2	30
ARTTPD301	Drawing 2	30
Option Group 1 - Choose 1:		
BLDGAR173	History of Architecture	42
BLDG10043	History of Ontario Architecture	42
PHTOPY109	History of Photography	30
SSCIPT001	Philosophy of Art	30
INFO10144	Web Design Basics	36

Option Group 2 - Choose 4::

Other studio hands/on courses, prerequisites must be met, from Visual Arts Certificate courses or Photography Certificate courses

Some courses are offered under other Programs. Refer to the Index.

Visual Arts - Advanced Certificate (043)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Admission Requirements

- Visual Arts - Intermediate Certificate

Program of Studies

Mandatory Courses:		Hours
ARTTPG301	Design and Colour 3	30
Option Group 1 - Choose 2:		
ARTT10014	Art History and Theory	48
SBMGMD249	How to Start a Small Business	30
EDUCTAL03	Adult Learning	36
PSYCSS156	Introductory Psychology	42
PHTOPY101	Digital Photography 1 (if not used in Foundation Certificate)	30
WORKPW900	Work Experience	30
INFO10110	Web Page Design	36

Option Groups 2 and 3 - Choose 4:

Other studio/hands-on courses from Visual Arts Certificate courses or Photography courses.

Some courses are offered under other Programs. Refer to the Index.

Design Courses

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?

Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca or anne.king@mohawkcollege.ca

Design & Colour 1 — ARTTPG101

Through independent/self-directed learning/projects using textbook, online and faculty resources, you examine elements and principles of design that include colour, line, texture, space. Call about required text.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22413		Apr8	Jun17			Other	$211.50

Design & Colour 2 — ARTTPG201

Continue to experiment with the principles and elements of design, through self-directed learning, in consultation with the instructor. Prerequisite: PG101 Basic Design and Colour 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22414		Apr8	Jun17			Other	$211.50

Design & Colour 3 — ARTTPG301

Focus on personal expression and continued experimentation with colour and design through self-directed learning, with guidance from instructor. Prerequisite: PG201 Basic Design and Colour 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22415		Apr8	Jun17			Other	$211.50

Drawing

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?
Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca or anne.king@mohawkcollege.ca

Fashion Drawing (FASHFA201)

Refer to the Fashion Design Certificate.

Drawing for the Absolute Beginner — ARTTPD501

Release artistic potential using right brain drawing. Ideal for beginners or those who feel they cannot draw at all. Bring coil bound sketchbook (11"x14") & 2b, 4b pencils to first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22444	WE	Apr10	Jun12	6:30-9:30	10	Classroom (FF)	$232.20

Drawing 1 — ARTTPD201

Enhance your ability to observe and record, using detailed studies and quick sketches. Explore form, space, line, texture, composition, and gesture using charcoal, pencil, and conte crayon.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22437	TH	Apr11	Jun13	7:00-10:00	10	Classroom (FF)	$232.20

Drawing 2 — ARTTPD301

Focus on accuracy and the relationship of drawing skills to painting and printmaking for individual expression. Materials extra. Prerequisite: PD201 Drawing 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22438	TH	Apr11	Jun13	7:00-10:00	10	Classroom (FF)	$232.20

Drawing 3 — ARTTPD401

Get creative with a variety of styles, techniques and materials. Explore mixed media and related art fields. Prerequisite: PD301 Drawing 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22439	TH	Apr11	Jun13	7:00-10:00	10	Classroom (FF)	$232.20

Pen and Ink — ARTT10042

Explore fundamentals of pen and ink for various applications through practical demonstrations and hands-on exercises. All skill levels. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22445	SA/SU	Apr27	Apr28	9:30-4:30	2	Classroom (FF)	$92.88

Jewellery & Silversmithing

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?
Call: 905-575-2025 or 905-575-2312
Email: crearts@mohawkcollege.ca

Jewellery-Fundamentals — CREA10139

Explore silver jewellery making including historical overview, tools, soldering, fabrication, to make items such as band ring, earrings, pendant. Materials extra (approx. $30)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22407	WE	Apr10	Jun12	6:30-9:30	10	Classroom (FF)	$252.20

Jewellery - Construction — CREAPJ205

Using materials such as; metals, resins, stones and leather, you design and construct dynamic, one-of-a-kind, jewellery. Focus on design principles, surfaces, colour, wirework and finishing techniques. Materials extra. Start-up kit, $10 due first night of course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22404	TH	Apr11	Jun13	6:30-9:30	10	Classroom (FF)	$252.20

NEW! Construction-Rivets — CREA10159

Using cold connections/rivet and screw construction techniques, you expand your skill in this credit workshop creating unique/one-of-a-kind jewellery. May 11, 25. Materials/tools extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22452	SA	May11	May25	9:30-4:30	2	Classroom (FF)	$92.88

Jewellery and Silversmithing 1 — CREAPJ201

Explore jewellery making including historical overview, tools, wax carving, lost wax casting, soldering and fabrication. Materials extra. (approx. $30).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22405	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$252.20

Jewellery and Silversmithing 2 — CREAPJ202

Enhance your casting and fabrication skills. Prerequisite: PJ201 Jewellery 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22406	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$252.20

Jewellery and Silversmithing 3 — CREAPJ301

Explore different methods of texturing metal. Design your own pieces and complete a brooch or pendant. Materials extra. Prerequisites: PJ202. Recommend Drawing 1 (ARTTPD201) prior to taking this course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22434	MO	Apr8	Jun17	6:00-9:00	10	Classroom (BF)	$252.20

Jewellery and Silversmithing 4 — CREAPJ302

Create a chain, using wire work, twisting, shaping, and forging. Prerequisite: PJ301. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22435	MO	Apr8	Jun17	6:00-9:00	10	Classroom (BF)	$252.20

Jewellery and Silversmithing 5 — CREAPJ401

Develop your own program and projects in consultation with the instructor. Casting not part of this course. Prerequisite: PJ302. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22436	MO	Apr8	Jun17	6:00-9:00	10	Classroom (BF)	$252.20

Precious Metal Clay 1 — CREA10080

Jewellery making using PMC or Precious Metal Clay (pure silver suspended in a binder to create a pliable material). PMC properties, manipulation, design principles, use and fabrication of special tools, mould making, firing, finishing and polishing will be covered. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22409	WE	Apr10	Jun12	6:30-9:30	10	Classroom (FF)	$242.20

Precious Metal Clay 2 — CREA10128

Jewellery making using PMC (Precious Metal Clay). Topics include principles of design, properties of PMC, basic tools and tool creation, PMC carving, dry construction, advanced torch firing, finishing and polishing. Materials extra. Prerequisite: CREA10080

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22410	WE	Apr10	Jun12	6:30-9:30	10	Classroom (FF)	$242.20

NEW! Spinner Ring — CREA10160

Using silver/copper/brass, you hand construct/decorate/finish your own spinner ring. Previous metalsmithing experience required. Material fee $45.00 extra. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22453	SA	Apr6	Apr6	10:00-4:00	1	Classroom (BF)	$78.90

Painting

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?
Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca or anne.king@mohawkcollege.ca

Chinese Brush Painting — ARTTPD101

Explore the styles, supplies and equipment used in Chinese brush painting to produce basic and simple strokes.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22416	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

Chinese Brush Painting 2 — ARTTPD102

Focus on traditional techniques for painting flowers and birds with emphasis on classical fine line drawings using colour. Prerequisite: PD101

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22417	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

Chinese Brush Painting 3 — ARTTPD103

Practice basic classical techniques used in painting landscapes. Prerequisite: PD102

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22418	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

Chinese Brush Painting 4 — ARTTPD104

Experiment with Chinese painting techniques to render fish and animals in classical and contemporary styles. Prerequisite: PD103

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22419	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

Chinese Brush Painting 5 — ARTTPD105

Through study of proportion and anatomy, learn to capture people of different ages in various poses. Prerequisite: PD104

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22420	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

Chinese Brush Painting 6 — ARTTPD106

Experiment with a variety of compositions, materials and methods, while working with subjects of your choice. Prerequisite: PD105

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22421	SA	Apr6	Jun15	9:30-12:30	10	Classroom (FF)	$232.20

NEW! Drawing/Painting for Watercolours — ARTT10044

Through a series of exercises/demonstrations/hands-on practice, you develop drawing/painting techniques/skills specific to watercolour painting. You already have some painting experience. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22450	SA/SU	Jun8	Jun9	9:30-4:30	2	Classroom (FF)	$92.88
22451	SA/SU	Aug10	Aug11	9:30-4:30	2	Classroom (FF)	$92.88

Painting 1 — ARTTPD211

Explore painting basics, use of materials, oil and acrylic paints, composition, and colour. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22422	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Painting 2 — ARTTPD311

Examine historical developments in art and painting and experiment with various media and techniques. Prerequisite: PD211 Painting 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22423	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Painting 3 — ARTTPD411

Develop a personal style, incorporating techniques and approaches from previous courses. Prerequisite: PD311 Painting 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22424	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Painting 4 — ARTTPD511

Recognize and use the nuances of colour to create various effects. Prerequisite: PD411 Painting 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22425	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Painting 5 — ARTTPD611

Study various painting styles from the alla prima style of the Group of Seven to the broken colour of the Impressionists to the smooth, brushless quality of trompe l'oeil. Prerequisite: PD511 Painting 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22426	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Painting 6 — ARTTPD711

Explore personal imagery and possible commercial applications. Portfolio presentation is discussed. Prerequisite: PD611.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22427	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 1 — ARTTPD231

You work from sketches and still life to produce a finished painting showing shape and form, movement and perspective. crearts@mohawkcollege.ca for list of materials.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22428	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 2 — ARTTPD331

Using various techniques, complete pieces highlighting landscapes or a subject of your choice. Prerequisite: PD231 Watercolour Painting 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22429	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 3 — ARTTPD431

Concentrate on technical proficiency and composition, addressing your own objectives developed in consultation with your instructor. Prerequisite: PD331 Watercolour Painting 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22430	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 4 — ARTTPD531

Strengthen your understanding of composition: unity, dominance, repetition and balance, while working from still life. Prerequisite: PD431 Watercolour Painting 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22431	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 5 — ARTTPD631

Experiment with colour and colour temperature to produce four finished pieces demonstrating understanding of complimentary colour and triads. Prerequisite: PD531 Watercolour Painting 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22432	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Watercolour Painting 6 — ARTTPD731

Study a Master watercolourist of your choice and learn to replicate their style. Prerequisite: PD631 Watercolour Painting 5.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22433	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Paper Tole

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?
Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca or anne.king@mohawkcollege.ca

Paper Tole 1 — CREAPC126

Develop basic skills with emphasis on terminology; pattern planning; uses and control of the cutting knife; matting and framing. Materials cost approximately $45.00.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22440	TU	Apr9	Jun11	1:00-4:00	10	Classroom (BF)	$232.20

Paper Tole 5 — CREAPC130

Enhance skills in sculpturing and molding with emphasis on shape and structures. Select ships, water birds or fish. Prerequisite: PC129 Paper Tole 4. Material Fee: $45.00.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22441	TU	Apr9	Jun11	1:00-4:00	10	Classroom (BF)	$232.20

Paper Tole 6 — CREAPC131

Concentrate on profiles of animals, and the human form with emphasis on perspective. Prerequisite: PC130 Paper Tole 5. You are responsible for material costs.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22442	TU	Apr9	Jun11	1:00-4:00	10	Classroom (BF)	$232.20

Paper Tole 7 — CREAPC132

Demonstrate movement (planes, trains, ships) with special attention to mounting and matting for effect. Prerequisite: PC131 Paper Tole 6. Materials are your responsibility.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22443	TU	Apr9	Jun11	1:00-4:00	10	Classroom (BF)	$232.20

Pottery

Visit ce.mohawkcollege.ca/artgallery to view projects produced by pottery students.

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?
Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca or anne.king@mohawkcollege.ca

Some pottery courses have field trips.

Ceramics - Foundation 1 — CERAPC201

Explore practical work, including preparing clay; forming coil, pinch and slab pots; throwing cylinder forms on the wheel; glazing finished work. Materials and supplies extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22332	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22266	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22284	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22296	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22348	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22308	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22363	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22380	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22320	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Foundation 2 — CERAPC202

Learn to construct hard-edged slab pots, throw bowl forms on the wheel and slip decoration techniques. Prerequisite: PC201 Ceramics Foundation 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22333	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22267	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22285	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22297	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22349	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22309	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22364	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22381	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22321	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Foundation 3 — CERAPC203

Combine slab and coil methods; throw cylinder and bowl forms with ease and consistency; explore finishing techniques. Prerequisite: PC202 Ceramics Foundation 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22334	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22268	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22286	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22298	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22350	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22310	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22365	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22382	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22322	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Foundation 4 — CERAPC204

Refine technical and design skills. Construct handles, sets of wheel-thrown mugs, jugs and clay objects by combining hand building and throwing techniques. Prerequisite: PC203 Ceramics Foundation 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22335	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22269	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22287	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22299	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22352	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22311	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22366	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22383	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22323	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Intermediate 1 — CERAPC301

Throw bottle forms in various shapes and use slips, oxides, glazing and texturing techniques. Prerequisite: PC204 Ceramics Foundation 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22336	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22270	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22288	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22300	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22353	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22312	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22367	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22384	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22324	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Intermediate 2 — CERAPC302

Design and construct covered jars with varying shapes and lids. Design and throw a canister set with consistency in lids and lid fittings. Prerequisite: PC301 Ceramics Intermediate 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22337	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22271	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22289	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22301	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22354	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22313	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22368	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22385	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22325	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Intermediate 3 CERAPC303

Create teapots and casseroles in series with careful attention to body forms, handles, lid fit. Hand build wall tiles, plaques and murals. Prerequisite: PC302 Ceramics Intermediate 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22338	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22272	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22290	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22302	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22355	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22314	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22369	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22386	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22326	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Intermediate 4 CERAPC304

Design and construct four individual place settings of dinnerware, with emphasis on consistent design and decoration. Prerequisite: PC303 Ceramics Intermediate 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22339	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22273	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22291	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22303	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22356	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22315	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22371	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22387	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22327	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Advanced 1 CERAPC401

Prerequisite: PC304 Ceramics Intermediate 4 and PC311 Glaze Theory.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22340	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22274	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22292	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22304	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22357	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22316	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22372	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22388	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22328	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Advanced 2 CERAPC402

Prerequisite: PC401 Ceramics Advanced 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22341	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22275	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22293	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22305	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22358	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22317	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22373	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22389	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22329	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Advanced 3 CERAPC403

Prerequisite: PC402 Ceramics Advanced 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22342	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22276	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22294	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22306	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22359	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22318	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22374	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22390	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22330	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Ceramics - Advanced 4 CERAPC404

Prerequisite: PC403 Ceramics Advanced 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22343	MO	Apr8	Jun17	6:30-9:30	10	Classroom (BF)	$262.20
22277	MO	Apr8	Jun17	6:30-9:30	10	Classroom (SC)	$262.20
22295	TU	Apr9	Jun11	6:30-9:30	10	Classroom (SC)	$262.20
22307	WE	Apr10	Jun12	1:00-4:00	10	Classroom (SC)	$262.20
22360	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$262.20
22319	WE	Apr10	Jun12	6:30-9:30	10	Classroom (SC)	$262.20
22375	TH	Apr11	Jun13	1:00-4:00	10	Classroom (BF)	$262.20
22391	TH	Apr11	Jun13	6:30-9:30	10	Classroom (BF)	$262.20
22331	TH	Apr11	Jun13	6:30-9:30	10	Classroom (SC)	$262.20

Glaze Theory CERAPC311

Focus on glaze development through hands-on experimentation with ceramic materials, observation and testing with minimal glaze calculation. You work independently under guidance of instructor. Prerequisite: PC204 Ceramics Foundation

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22393		Apr8	Jun17		10	Classroom (SC)	$262.20
22394		Apr8	Jun17		10	Classroom (BF)	$262.20

Visual Arts Courses

Courses can be applied to Visual Arts Certificates unless marked non-credit.

Questions?

Call: 905-575-2298 or 905-575-2312
Email: crearts@mohawkcollege.ca
Web: ce.mohawkcollege.ca/visualarts

History Of Crafts HISTPD024

Through independent/self-directed learning/projects with textbook, online and faculty resources, you examine the evolution of diverse approaches to craft in metal, wood, clay to understand the connection between mankind and Arts/Crafts. Instructor contact information provided prior to course start.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22411		Apr8	Jun17			Other	$211.50

Mat Cutting CREA10133

Using simple hand tools, you learn to cut your own mats to fit your own artwork (painting, drawing, needlework, photography). Mat colour and frame design are discussed. List of equipment/supplies required will be sent to you ahead of time. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22455	SA	May11	May11	9:30-12:30	1	Classroom (FF)	$41.71

Mosaics/Mixed Media CREA10081

Use salvaged and discarded tiles, glass, ceramics, stone, etc. and a variety of bases, adhesives and grouts, to create simple or more complex mosaics. Design, colour and function will be discussed and employed. Materials extra-approx.$20.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22449	SA/SU	Jun15	Jun16	9:30-4:30	2	Classroom (FF)	$92.88

Safety In The Arts SAFECR442

You complete a self-directed take home test on the hazards associated with painting, printmaking, photography, jewellery, pottery, stained glass, wood carving and other arts.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22456		Apr11	Jun13			Other	$35.48

Twig Furniture CREACR510

Complete a fan back twig willow chair. Materials extra $60 at time of workshop. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22454	SA	Apr27	Apr27	9:30-4:30	1	Classroom (FF)	$146.70

Work Experience Option WORKPW900

You are responsible for arranging your own work place location and supervisor, and MUST receive approval from the Program Manager Visual Arts/Photography for your chosen work place BEFORE registering in this course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22412		Apr8				FieldWork	$211.50

Engineering Technology and Skilled Trades

CERTIFICATES AND COURSES

Read more at
ce.mohawkcollege.ca/engtech

High tech. Higher tech. Highest tech. The future is taught here.

Train in technical skills, or study to be an engineering technician: Learn through hands-on training, course work and more. Continuing Education in Engineering Technology and Skilled Trades delivers an exciting spectrum of certificate programs and special courses designed to meet the technology training needs of some of today's most demanding and forward thinking industries. The future is coming — be ready.

Build intricate networks

The average North American depends on 264 computers…every day.*

Admission Requirements

Unless stated otherwise, the admission requirements for all Engineering Technology programs include an Ontario Grade 12 Diploma (or equivalent) or Mature Student status. Visit our website for more information on how you can obtain your equivalent or mature student status.

Students are responsible to ensure they meet the required course prerequisites.

Ready for your Certificate? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

*www.wonderfulinfo.com/winfo/facttech.php

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AUTOMOTIVE AND AVIATION

Air Brake Training

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or dwayne.barnett@mohawkcollege.ca
Web: ce.mohawkcollege.ca/airbrake

Admission Requirements
- Minimum requirement is full class "G" license.

Air Brake Training — MOTPSAM70

Earn your 'Z' Air Brake Endorsement on your license, as required by The Ontario Ministry of Transportation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22490	SA/SU	Apr20	Apr21	8:00-4:00	2	Classroom (SC)	$264.20
22502	SA/SU	May18	May19	8:00-4:00	2	Classroom (SC)	$264.20
22503	SA/SU	Jun15	Jun16	8:00-4:00	2	Classroom (SC)	$264.20

Automotive Courses

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 3659
Email: ceengty@mohawkcollege.ca or angelo.cosco@mohawkcollege.ca

Introduction to Hybrid Vehicles — MOTP10062

Focus on service safety procedures and battery technology. Learn to access onboard diagnostics and observe driveline control functions.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21975	TH	Apr18	May23	6:00-10:00	6	Classroom (FF)	$185.76

NEW! Transmission and Driveline — MOTP10083

Study the fundamentals of a variety of vehicle transmission systems, typical designs, and important components. Topics also include transmission control units, the product development process, manufacturing technology of vehicle transmissions and reliability and testing.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22080	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

BUILDING & CONSTRUCTION SCIENCES

Building & Construction Sciences Courses

Questions?
Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or richard.borger@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

NEW! Introduction to Cost Estimating — BLDG10012

Examine the construction estimating process used in general contracting and the role of the estimator in construction management. Complete simple residential and commercial exercises to develop skills with 'Taking-Off' methods. Equivalent to Estimating 1 BLDGEA202). 39 hours.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22754		May10	Aug16			Online (OL)	$325.22

NEW! Green Building & LEED Core Concepts — BLDG10081

A course structured around the concepts of green design, construction and operations that will prepare an individual for the LEED Green Associate Exam.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22398	MO	May6	Jun24	6:00-9:00	7	Classroom (FF)	$162.54

Applied Mechanics — PHYSEA201

Study forces, vectors, scalars, resultants and equilibrants, equilibrium conditions, analysis of trusses, shear and bending moment diagrams for simple conditions and section properties. NOTE: No classes on May 15, 20 & 22.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22017	MO/WE	Apr24	Jul8	6:30-9:30	18	Classroom (FF)	$420.79

Transportation Technology — TRANEA105

Examine the essentials of transportation, and the role of the transportation network in rural and urban environments. Intended for those interested in Urban Planning, Civil Engineering, Architectural, and Transportation Engineering.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22023	TU	May7	Aug6	6:30-9:30	14	Classroom (FF)	$325.08

Transportation Design 1 — TRANTR462

Introduces the procedures in the planning and design of streets and highways for urban and rural design standards.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22021	WE	Apr24	Jul24	6:00-10:00	14	Classroom (FF)	$420.79

Building Environmental Systems Certificate (090)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses
Become proficient in Heating Systems, Air Conditioning and Refrigeration Systems, Electrical Systems, Air Handling and Preventative Maintenance Programs, Water Treatment Programs and Energy Efficiency in Large Buildings.

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 5272
Email: ceengty@mohawkcollege.ca or roman.szpurko@mohawkcollege.ca
Web: ce.mohawkcollege.ca/buildenvironsystems

Admission Requirements
- Practical work experience or equivalent.

Program of Studies

Mandatory Courses:		Hours
HRAPBES01	Heating	45
HRAPBES02	Air Conditioning & Refrigeration	45
BLDGBES03	Air Handling/Preventative Maintenance	45
BLDGBES04	Electrical	45
STENBES05	Controls	45
STENBES06	Water Treatment	45

Watch for courses next term

Construction Estimating Certificate (867)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses
Whatever the size of the construction firm, accurate estimating and careful monitoring of costs are essential for ensuring a profit. Upgrade your estimating skills using computer software.

Questions?
Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or richard.borger@mohawkcollege.ca
Web: ce.mohawkcollege.ca/constructionestimating

Program of Studies

Mandatory Courses:		Hours
BLDGEA202	Estimating 1	42
BLDG10010	Estimating 2	56
BLDGCV442	Estimating 3	56
MGMTCN340	Construction Management A	56
MGMTCN440	Construction Management B	56

Controls STENBES05 (SA)
29118 TU Apr2 Jun18 10:30-4:30 12 Classroom (OR) $317.25

Estimating 3 — BLDGCV442

Use blueprints to calculate quantities and pricing materials for construction projects. Includes a computer estimating component. Prerequisites: BLDG10010 and COMPCO001 or approved equivalent. Saturday/Sunday class dates will be: May 26 &27, and June 9 & 10.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22024	TU SA/SU	Apr23	Jun18	6:00-10:00 8:30-2:30	13	Classroom (FF)	$420.79

Fuel Certification Challenge Examinations

Challenge Examinations for all Gas and Oil Burner Technician Certifications may be written at the Technical Standards and Safety Authority (TSSA) 1-877-682-8772 www.tssa.org. After successful completion of the written challenge examination (minimum pass 75%), you must submit to a Practical Assessment. The Technical Standards and Safety Authority will conduct practical assessments at a location of their choice. Scheduling appointments and costs to be determined at the time of calling the TSSA.

Theoretical challenge examinations for the Oil or Gas Technician will interest those with Gas or Oil Burner Technician experience who are not certified in any category or have never possessed any Certificate of Qualification as a Gas or Oil Burner Technician. Reinstatement and higher category challenge examinations will have to be arranged and written at the TSSA.

If you wish to challenge the Gas or Oil Burner Technician II exam or the Gas and Oil Burner Technician I exam you must provide proof of the following to the TSSA:

A valid Gas or Oil Burner Technician III or II license, depending on the exam you are challenging.

Documentation of the hours related to the work experience for the license that you are challenging, types of equipment, etc.

Documented proof of related work experience would include letters or affidavits from employers detailing work experience related to the certification sought and the name and certificate number of the supervising certificate holder(s).

Questions?
Call: 905-575-2507 or 905-575-2522
Email: ceengty@mohawkcollege.ca or charles.honey@mohawkcollege.ca

Fuel Technician Certification

Gas Technician and Oil Burner Technician courses, designed to train participants for Ontario certification, are accredited by the Technical Standards and Safety Authority. Successful completion for certification requires at least 80% attendance and a minimum grade of 75% in both theory and practical for each course section.

Upon completion of all four parts of the Gas Technician 2, the student will be permitted to book for their final TSSA examination.

NOTE: Participants are also required to pay an Examination Fee of $230.00 for each level (GT-3, GT-2, GT-1) of certification.

For Fuel Technician information, access the TSSA link via ce.mohawkcollege.ca/fueltechnician

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 5018
Email: ceengty@mohawkcollege.ca or peter.jarvie@mohawkcollege.ca

Testing information?
Call: 905-575-2522
Email: charles.honey@mohawkcollege.ca

Admission Requirements
- Applicants with Grade 12, especially Mathematics & English are best equipped to handle the curriculum.
- Experience working with gas and/or oil fueled equipment is a definite advantage.

OIL BURNER TECHNICIAN
You must successfully complete Modules 1 - 13 for certification as an Oil Burner Technician 3 (OBT-3). The OBT-3 is a prerequisite for OBT-2 courses. NOTE: The Oil Burner Technician 3 & 2 training is offered through day school training at this time.

GAS TECHNICIAN
You must successfully complete Modules 1 - 9 to earn a Gas Technician 3 (GT-3) Certificate. The GT-3 certificate is a prerequisite for GT-2 courses. You must successfully complete modules 10 - 24 to qualify as a certified Gas Technician 2 (GT-2). Each GT-2 part includes four 120-hour courses which must be taken. You must successfully complete Modules 26-31 to obtain the GT-1. (GT-2 is a prerequisite).

The purchase of books will be required; instructors will advise.

Gas Technician 2 - Part 1 — GOPTRE050

Complete a 4 part course curriculum for certification as a Gas Technician 2 (GT-2) in Ontario. Focus on electrical, mechanical and electronic controls used in natural/propane gas heating. Prerequisite: Gas Technician 3 certification. NOTE: Gas Technician 2, part 2 may be taken before part 1. You must successfully complete parts 1 and 2 before enrolling in parts 3 and 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22022	TU/TH	May14	Aug22	6:00-10:00	30	Classroom (SC)	$802.75

Gas Technician 2 Review — GOPT10002

Benefit from this optional refresher. Intended to help Mohawk CE or Day students ONLY who have completed the mandatory training to write the TSSA exam. Will assist those who either missed the exam or had an unsuccessful attempt. Not intended for those wishing to Challenge the TSSA exam. Prerequisites: GOPTRE050, GOPTRE051, GOPTRE052, GOPTRE053. PLEASE NOTE: TESTING ON JUNE 19, 2013 AT 6:00 P.M.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22069	WE	May22	Jun12	6:15-9:30	4	Classroom (SC)	$92.88

Geographic Information Systems Certificate (079)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses
GIS, a popular and affordable technology, provides the ability to automate map production and integrate earth imagery with other data to solve geographic problems. Develop or enhance your skills and knowledge in effective use and management of GIS. Designed for managers, technical professionals, and support staff responsible for managing and using GIS, Urban Planners, Civil and Transportation engineers and individuals in resources management and business.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or patrick.worsell@mohawkcollege.ca
Web: disted.mohawkcollege.ca/gis

Program of Studies

Mandatory Courses:		Hours
INFOCVA03	Intro to Geographic Information Systems	42
INFOCVA36	GIS Software - ArcView	42
INFOCVA37	Remote Sensing	42
INFOCV630	GPS - Global Positioning Systems	42
INFOCVA08	Internet Mapping	42
INFOCVA14	Designing, Managing/Implementing a GIS	42
INFO10081	Access Core	36
INFOBW305	Access Expert	18

Introduction To Geographic Information Systems — INFOCVA03

Focus on GIS fundamental applications in business, government surveying and natural resources. Examine the collection, management, analysis, and presentation of spatial data, database system concepts, data modeling, and digital mapping.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21284		May10	Aug16			Online (OL)	$346.16

Designing, Managing/Implementing A GIS — INFOCVA14

Develop a foundation for designing and maintaining a geographic information system and become familiar with existing databases, standards, and industry practices for data management. Required software: MS Access. Mandatory prerequisites: Introduction to Geographic Information Systems (INFOCVA03), Access Core (INFO10081) and Access Expert (INFOBW305) or Access - Expert (COMP10141).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21251		May10	Aug16			Online (OL)	$346.16

GIS Software - ArcView — INFOCVA36

Learn to create and manipulate data in ArcView, geocode addresses, perform spatial analyses, and produce map outputs and charts. A fully functioning 180-day trial version of ArcView 10.x software on DVD is included with the book. Prerequisite: Introduction to Geographic Information Systems (INFOCVA03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21009		May10	Aug16			Online (OL)	$346.16

GPS - Global Positioning Systems — INFOCV630

Examine GPS applications, with emphasis on operating fundamentals, absolute and differential techniques, types of signals, considerations related to GPS data, satellite systems (GNSS) and future trends. GPS receiver NOT required. Prerequisite: Introduction to Geographic Information Systems (INFOCVA03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21367		May10	Aug16			Online (OL)	$346.16

Internet Mapping — INFOCVA08

Examine various types of Internet Mapping. Topics include managing data for your Internet Map Project, Geographic Markup Language, Web Map Service Standards, Open-source and commercial solutions to serving geographical data and common tasks, and issues involved in creating maps. Prerequisite: Introduction to Geographic Information Systems (INFOCVA03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21098		May10	Aug16			Online (OL)	$346.16

Remote Sensing — INFOCVA37

Explore fundamental principles and applications of remote sensing, the science which looks at the Earth from above. Remote sensing is used in planning, environmental science, real estate, and agriculture, and other areas. Software not included. Prerequisite: Introduction to Geographic Information Systems (INFOCVA03).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21366		May10	Aug16			Online (OL)	$346.16

Geographic Information Systems Courses

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

NEW! Business Practice for GIS Professionals — BUSN10104

Enhance your GIS skills with practical insights into business issues including copyright, patent and source code rights, data sharing, liability, contracts and disclaimers. Examine proven project management techniques and evolving trends and business processes. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22506		May10	Aug16			Online (OL)	$346.16

Heating, Refrigeration and Air Conditioning Technician Certificate (855)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 7 courses
Intended primarily for individuals employed in the H.R.A.C. industry, this program provides no practical, on-the-job experience.

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 5272
Email: ceengty@mohawkcollege.ca or roman.szpurko@mohawkcollege.ca
Web: ce.mohawkcollege.ca/hrac

Admission Requirements
- You require Grade 12 or equivalent (including Mathematics), strong problem-solving skills, good human relation skills, and high mechanical aptitude.

Program of Studies
- Upon successful completion of a TSSA exam, Oil Burner Technician 3 and Gas Technician 3 Certificates will be issued by the Technical Standards and Safety Authority.

Mandatory Courses:		Hours
BLDGBES03	Air Handling/Preventative Maintenance	45
ELECHV107	Electricity 1 - Residential	72
ELECHV200	Electricity 2 - Comm/Light Industrial	72
ENVRRE904	CFC/HCFC/HFC Control	6
GOPTRE243	Oil Burner Technician 3	120
GOPTRE244	Gas Technician 3	144
HRAPRE905	Air-Conditioning for HRAC	60

- Air Handling And Refrigeration (BLDGBES03) - refer to the Building Environmental Systems Certificate.
- CFC/HCFC/HFC Control (ENVRRE904) - refer to CFC/ODP Training Courses.
- Gas/Oil Burner Technician 3 (GOPTRE243/RE244) refer to Fuel Technician Certification.

Electricity 2-Commercial/Light Industrial — ELECHV200

Focus on thermostats and electric control devices, 3-phase motors and starters, complex control system circuitry and schematic wiring diagrams. Field experience and prior knowledge of electricity required. Prerequisite: ELECHV107.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22048	TU/TH	Apr16	Jul4	6:00-9:00	24	Classroom (SC)	$519.55

Home Inspection Certificate (171)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 10 courses

Learn to help homebuyers make informed decisions about their prospective new home. This program, approved by the Association of Home Inspectors, incorporates the Standards of Practice of ASHI/CAHPI (American Society of Home Inspectors/Canadian Association Home and Property Inspectors).

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/homeinspection

Admission Requirements

- A grade 12 diploma or equivalent, including senior level English.
- Experience in the construction industry is an asset.

Program of Studies

Mandatory Courses:		Hours
BLDGHI001	Interior/Insulation Inspection	42
BLDGHI002	Exterior Inspection	42
HRAPHI003	Heating Inspection I	42
HRAPHI004	Heating Inspection II	42
HRAPHI005	Plumbing Inspection	42
HRAPHI006	A/C & Heat Pumps Inspection	42
ELECHI007	Electrical Inspection	42
BLDGHI008	Structural Inspection	42
BLDGHI009	Roofing Inspection	42
COMMHI010	Communication/Professional Practices	42

Successful completion of this program fulfills the academic entrance requirements of the Ontario Association of Home Inspectors (OAHI) provided that a 70% average is maintained in each of the subjects being submitted to OAHI for consideration. Students must still complete the Defect Recognition and Reporting Subject, which must be taken through the OAHI directly, and the Ontario Building Code Subjects: Part Nine - Building Envelope; Part Nine - Health and Safety.

Please contact the OAHI regarding Professional Liability (Errors and Omissions) Insurance at 416-256-0960 or 1-888-RHI-OAHI or www.oahi.com

Textbook Information

Textbooks must be purchased directly from the publisher, Carson, Dunlop and Associates at 1-800-268-7070 ext. 251 at a cost of approximately $200.00 per course in addition to the course fees.

Interior/Insulation Inspection — BLDGHI001

Learn the fundamentals of inspecting thermal insulation, vapour retarders and ventilation systems. Focus on the inspection of walls, ceilings, floors, basements, doors, windows, and other residential fittings.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21256		May10	Aug16			Online (OL)	$346.16

Exterior Inspection — BLDGHI002

Learn to conduct an exterior inspection, with emphasis on exterior wall coverings and retaining walls, grounds, window wells, lot grading, driveways, patios, walkways, decks, balconies, porches, railings, wall cladding, flashing trim, eaves, soffits, fascia, and exterior doors and windows.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21257		May10	Aug16			Online (OL)	$346.16

Heating Inspection I — HRAPHI003

Learn to inspect installed heating systems (gas and oil furnaces and hot water boilers). Emphasis on Identifying the energy source, type, material, condition, and safety concerns as well as inspecting the heating equipment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21258		May10	Aug16			Online (OL)	$346.16

Heating Inspection II — HRAPHI004

Learn to inspect vent systems, flues and chimneys, as well as fireplaces, other wood heating appliances, steam and electric heating systems. Prerequisite: Heating Inspection I (HRAPHI003).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21259		May10	Aug16			Online (OL)	$346.16

Plumbing Inspection — HRAPHI005

Focus on residential plumbing systems, with emphasis on interior water supply and distribution systems, water heating equipment, drain/vent/waste systems and related fixtures.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21260		May10	Aug16			Online (OL)	$346.16

Air Conditioning & Heat Pumps Inspection — HRAPHI006

Learn to identify typical defects and apply correct inspection techniques for cooling systems and heat pumps.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21261		May10	Aug16			Online (OL)	$346.16

Electrical Inspection — ELECHI007

Learn to inspect the performance of residential electrical systems, with emphasis on service drops, grounding systems, service panels, wiring systems, devices, and fixtures.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21262		May10	Aug16			Online (OL)	$346.16

Structural Inspection — BLDGHI008

Learn to inspect foundations and footings, floors, walls and roof/ceiling structures, with emphasis on system performance, safety concerns, and compliance with good construction practices.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21263		May10	Aug16			Online (OL)	$346.16

Roofing Inspection — BLDGHI009

Learn to identify typical defects in roof coverings, drainage systems, flashings, skylights, chimneys and other roof penetrations. System performance, safety concerns, and compliance with existing codes and standards receive particular attention.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21264		May10	Aug16			Online (OL)	$346.16

Communication/Professional Practices — COMMHI010

Develop your professional communication skills with particular emphasis on reporting requirements, communicating inspection findings to the client, and professional conduct required of industry professionals.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21265		May10	Aug16			Online (OL)	$346.16

Residential Design & Construction Certificate (849)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Practical, detailed information on the design and construction of residential buildings. Focus on current building, framing, drafting, and energy efficient construction methods.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or john.lane3@mohawkcollege.ca
Web: ce.mohawkcollege.ca/residentialdesign

Program of Studies

Mandatory Courses:		Hours
BLDGRE027	Construction Practice-Basic	36
BLDGRE028	Framing Techniques	36
BLDGRE029	Residential Electrical & Plumbing	36
BLDGRE030	Residential Drafting	36
Options - Choose 1:		
BLDGRE031	Building for Energy Efficiency	36
BLDGRE032	Trim Finishing & Cabinetry	36

Introduction to Residential Septic Systems WAST10008
Develop a basic understanding of Ontario Wastewater system technologies, site and soils investigation, responsibilities of practitioners, Part 8 of the Ontario Building Code and licensing requirements. Licensing exams must be booked by participants.
29004 TH Apr18 Apr20 12:30-6:30 3 Classroom (SC) $795.00
FR/SA 9:00-3:00

Construction Practice-Basic BLDGRE027

Explore structural elements of residential buildings, with emphasis on codes, construction process, and structural systems in wood, concrete, and masonry. Offered in all semesters.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22054	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64

Framing Techniques BLDGRE028

Study framing systems used for residential construction, including foundations, floors, walls, roofs, window and door installation and stair framing. Participate in typical layout procedures. Offered in all semesters.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22055	MO	Apr15	Jul15	6:30-9:30	12	Classroom (SC)	$278.64

Residential Electrical & Plumbing BLDGRE029

Study the installation and safety procedures of typical electric circuits and associated equipment, and plumbing lines and fixtures. Will be offered every semester.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22056	WE	Apr17	Jul3	6:00-9:00	12	Classroom (SC)	$278.64

Trim Finishing & Cabinetry BLDGRE032

Develop skill in choosing, setting-up, and installing finish trim carpentry to doors, windows, bases, stairs, cabinets, etc. Offered in Spring semester only.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22057	TH	Apr18	Jul4	6:30-9:30	12	Classroom (SC)	$278.64

Woodworking

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 5027
Email: ceengty@mohawkcollege.ca or shari.martin@mohawkcollege.ca
Web: ce.mohawkcollege.ca/woodworking

Some components of this program require approved safety glasses and footwear.

Cabinet Making - Level 1 BLDGTZ070

Produce several small woodworking projects from solid lumber in order to develop basic machine competency skills on the radial arm saw, band saw, table saw, jointer, planer, drill press and hand router. Tools supplied. Materials extra. Theory and practical tests included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21990	TH	Apr18	Jul4	6:30-9:30	12	Classroom (SC)	$278.64

Cabinet Making - Level 2 BLDGTZ071

Further develop cabinet making skills by producing a fine hall or sofa table from solid lumber. Prerequisite: Level 1 Cabinet Making BLDGTZ070 or BLDG10022 completed within one year. (Project may or may not be completed within the 12 weeks.)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21991	TU	Apr16	Jul2	6:30-9:30	12	Classroom (SC)	$278.64

Furniture/Cabinetmaking BLDGTZ073

Build a piece of furniture or cabinet with the guidance of a cabinet maker. Use techniques from Levels 1 and 2 to build your own custom project (size limitations). Supply own plan and materials. Prerequisite BLDGTZ071.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21993	WE	Apr17	Jul3	6:30-9:30	12	Classroom (SC)	$278.64

Hand Tool Techniques BLDGTZ030

Practice various hand tool techniques with construction of a small piece of furniture. Hand cut joinery and drawer construction, hand planing, finishing, and repairs are covered. Tools supplied. Materials extra.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21994	MO	Apr15	Jul15	6:30-9:30	12	Classroom (SC)	$278.64

Cabinet Making for Women BLDG10022

Produce several small woodworking projects from solid lumber in order to develop basic machine competency skills on the radial arm saw, band saw, table saw, jointer, planer, drill press and hand router. Tools supplied. Materials extra. Theory and practical tests included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21992	MO	Apr15	Jul15	6:30-9 :30	12	Classroom (SC)	$278.64

CERTIFICATES OF QUALIFICATION

Certificate of Qualification Examination Preparatory Courses

Prepare for the Certificate of Qualification exam stipulated by the Ontario Apprenticeship Tradesmen's Qualification Act, by reviewing various relevant theory for a specific trade.

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca
Web: ce.mohawkcollege.ca/cofq

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements

- Before registering in a Certificate of Qualification course, please contact your local Apprenticeship Branch Office.
- Confirm your Trade Identification Number for the appropriate exam and determine your eligibility to write the exam.
- Branch numbers: Hamilton: 1-800-668-4479 or 905-521-7764, Brantford: 1-800-668-4479 or 519-756-5197

Cert Of Qualification Prep Mechanic MECHHEQ02

Prepare for the Examination in the Industrial Mechanic (Millwright) 433A Trade area under the Ontario Apprenticeship Tradesmen's Qualification Act.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22081	MO/WE	Apr15	Jul10	6:00-9:00	24	Classroom (SC)	$519.55

Industrial Electrician Pre-License ELECIL400

Review the theory and electrical code for the Industrial Electrician 442A as stipulated by the Ontario Apprenticeship Tradesmen's Qualification Act in preparation for the C of Q exam. 60 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21088		Apr11	Jul11			Online	$402.60

Pre-Licence Auto Service Technician-Class 310S MOTPSAM66

Prepare for the Automotive Service Technician Class 310S exam under the Ontario Apprenticeship Tradesmen's Qualification Act.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21974	WE	Apr17	Jul3	6:00-9:00	12	Classroom (FF)	$278.64

Pre-License Electrical ELECHEQ12

Review theory and electrical code for the Construction & Maintenance 309A exam. Current code book required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22082	MO/WE	Apr15	Jun24	6:00-9:00	20	Classroom (SC)	$447.15

NEW! Pre-Licence Instrumentation INST10006

Designed to help prepare experienced trades persons whom have or will soon have permission to write the C of Q exam in the Instrumentation 447A trade area. Special emphasis will be placed on theory review and practice answering sample questions. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22528		Apr11	Jul11			Online	$209.40

NEW! Solar Photovoltaic Installation — ENRG10019

Update your skills for renewable energy projects. Content is aligned with established technical standards, and regulatory requirements. Available only to journeypersons, apprentices and C of Q applicants in the following trades: Construction and Maintenance Electrician 309A; Domestic and Rural Electrician 309C; Powerline Technician 434A; Industrial Electrician 442A. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22526		Apr11	Jul11			Online	$293.16

COMPUTER SCIENCES & INFORMATION TECHNOLOGY

NOTE: Printing costs will be charged at all printers.

AutoCAD Design Certificate (191)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Introduce CAD to your workplace. Using current software, learn to create two dimensional drawings and three dimensional models, lisp routines and customized CAD environments.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or barrie.reeve1@mohawkcollege.ca
Web: ce.mohawkcollege.ca/autocad

Admission Requirements

- Drafting knowledge is strongly recommended.
- If you have no previous computer knowledge or knowledge of Windows you should take Generic Computer Training (COMPCO001) before taking courses within this program.

Program of Studies

Mandatory Courses:		Hours
CADMCAD06	AutoCAD- Introduction	45
CADMCAD15	AutoCAD- Advanced	45
CADMCAD11	AutoCAD-3D Modeling	45
CADMCAD12	AutoCAD-Customization	45
Options - Choose 2:		
CADM10028	AutoDESK- REVIT	45
CADM10040	AutoDESK - REVIT Advanced	45
CADMCAD20	AutoCAD-Architectural	45
CADMCAD25	AutoCAD - Mechanical	45
INFOCAD29	AutoDESK- Inventor	45

AutoCAD - Introduction — CADMCAD06

Using AutoCAD/AutoCADLT2013 Fundamentals enables student to create basic 2D drawings. This software is one of the most sophisticated computer applications and can be challenging even at this fundamental level. Book provided by instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22039	MO/WE	Apr15	May29	6:00-9:30	13	Classroom (FF)	$423.00
22045	TU/TH	Apr16	May28	6:00-9:30	13	Classroom (SC)	$423.00

AutoCAD - Advanced — CADMCAD15

Learn advanced techniques for proficiency in the use of AutoCAD. Learn to recognize the best tool for the task, the best use of that tool, and how to create new tools for efficiency. Book provided by instructor. Prerequisite: CADMCAD06.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22046	TU/TH	Jun4	Jul16	6:00-9:30	13	Classroom (SC)	$402.30

AutoCAD - Customization — CADMCAD12

Focus on creating drawing template files, external references, customizing AutoCAD, automating AutoCAD using script files and creating custom menus and toolbars. Prerequisite: CADMCAD15.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22040	TU/TH	Apr16	May28	6:00-9:30	13	Classroom (FF)	$348.30

AutoDESK - REVIT — CADM10028

Design buildings using REVIT Architecture software. Create floor plans, sections, elevations and 3D views, and typical architectural elements such as walls, windows, doors, furniture, floors, ceilings and roofs. Book provided by instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22042	SA/SU	Apr13	Apr28	9:00-5:00	6	Classroom (FF)	$400.30

AutoDesk REVIT - Advanced — CADM10040

REVIT Architecture is a powerful 3D Building Information Model (BIM) program. Expect to learn advanced collaboration, design development and construction documentation tools in this class using architectural examples. Prerequisite:CADM10028. Book provided by instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22044	SA/SU	May4	May26	9:00-5:00	6	Classroom (FF)	$410.30

AutoCAD - Mechanical — CADMCAD25

Create 2-dimensional mechanical drawings, and assembly drawings. Prerequisite:CADMCAD15.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22041	SA/SU	Apr13	Apr28	9:00-5:00	6	Classroom (FF)	$348.30

AutoDESK Inventor — INFOCAD29

Develop skill in producing solid models, detailed drawings and assemblies. Examine Solid Modeling and Parametric Modeling. Intended for mechanical designers. Book provided by instructor.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22043	SA/SU	May4	May26	9:00-5:00	6	Classroom (FF)	$423.00

Computer Science - Level 1 Certificate (892)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Explore microcomputers and major applications, with a focus on microcomputer hardware, the discipline of Software Engineering, and tools and methods to produce and maintain quality software systems.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/computerscience

Program of Studies

Mandatory Courses:		Hours
COMPCO001	Generic Computer Training	28
COMP10001	Programming Fundamentals	56
COMPCO710	Web Languages & Tools 1	56
COMPCO910	Intro to Networking	56
MATH10042	Math for Computer Studies	56

Introduction To Networking — COMPCO910

Examine the fundamentals of local area networks and wide area networks. Gain hands-on network administration experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22401	MO	May6	Aug26	6:00-10:00	14	Classroom (FF)	$420.79

Ready for your Certificate? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

Computer Science - Software Engineering Specialist (893)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Develop a background in computer programming and systems analysis and design. Focus on the design, development and implementation of interactive software, principle design considerations of Graphical User Interfaces (GUI), data file processing in an object.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/computersciencesoftware

Admission Requirements

- You must have completed the Computer Science - Level 1 Certificate or be able to meet course prerequisites.

Program of Studies

Mandatory Courses:		Hours
COMP10062	Programming in Java	70
COMPCO826	Intro-System Analysis & Design	56
Options -Choose 3:		
COMP10002	Web Programming Fundamentals	56
COMPCO835	Object Oriented Systems	56
COMPCO836	3GL Programming -COBOL	70
COMPCO859	Database Theory	56
MGMT10008	Project Management for IT	56

Introduction To Systems Analysis And Design — COMPCO826

Discuss systems analysis modelling tools and overview the System Development Life Cycle. A variety of software tools, including CASE, will be used.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22402	TH	May9	Aug8	6:00-10:00	14	Classroom (FF)	$420.79

Microcomputer Engineering Hardware Certificate (899)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Develop skill in interfacing, communications, and programming to facilitate development and implementation of engineering oriented microcomputer applications.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/microcomputerhardware

Admission Requirements

- Grade 12 (OSSD), MATH10042 (refer to Math Learning Centre courses) and ELEC10118 (refer to Server and Network Support Certificate) or equivalent.

Program of Studies

Mandatory Courses:		Hours
ELEC10050	Internet Technologies	56
ELEC10057	Embedded Systems	70
ELEC10095	Digital Principles	70
ELEC10099	Electricity 1	70
ELEC10103	Digital Systems	70

Embedded Systems — ELEC10057

Focus on embedded system design for real time applications. Development is extended from simple assembly programming to programming in C within an IDE. Code portability is emphasized and software is designed for reuse in other applications. Flowcharting and other development techniques are used to generate layered, modularized code in a bottomup approach to project management.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22706	SA	May11	Sep7	9:00-2:00	14	Classroom (FF)	$507.75

Microcomputer Engineering Software Certificate (898)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses

Develop fundamental knowledge of proven software development lifecycle methodologies, eBusiness principles, data management and Information Architecture (IA), Oracle and SAP modules. Of interest to those who work in an environment where management and dissemination of information are essential.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/microcomputersoftware

Admission Requirements

- ELEC10050 and ELEC10102 or equivalent (refer to Server and Network Support Certificate)

Program of Studies

Mandatory Courses:		Hours
COMP10079	Oracle Essentials	56
COMP10080	SAP Essentials	56
COMP10081	Oracle Grid Computing	56
COMP10082	Oracle SOA	56

Watch for courses next term

MicroStation

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 3 courses

YOU MUST HAVE ACCESS TO MICROSTATION V8, XM, V8i OR FREE POWERDRAFT SOFTWARE.

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca/microstation

Software and Textbook Questions?

Email: peter.mann@mohawkcollege.ca

MicroStation 2D - Level 1 — CADMMSN01

MicroStation is a powerful computer aided drafting (CAD) program that allows users to produce sophisticated 2D and 3D designs. The new user needs clear, basic, step-by-step instruction with related drawing practice to become an effective operator, whether working alone or in a classroom. 24 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21278		May10	Aug16			Online (OL)	$346.40

MicroStation 2D - Level 2 — CADMMSN02

Building on the basic techniques covered in Level 1, you will be introduced to the higher level, but equally important functions of MicroStation. This course shows you how to work with the more complex MicroStation functions. Prerequisite: MicroStation 2D-Level 1 (CADMMSN01). 24 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21279		May10	Aug16			Online (OL)	$346.40

MicroStation 3D Level 3 — CADM10009

Build on techniques covered in Levels 1 and 2 with a focus on the 3D functions of MicroStation. Benefit from clear, step-by-step instructions and exercises. PowerDraft cannot be used for this course. Prerequisites: MicroStation 2D-Level 1 (CADMMSN01) and MicroStation 2D-Level 2 (CADMMSN02). 24 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21290		May10	Aug16			Online (OL)	$346.40

Network Design and Troubleshooting ELEC10051
29021 SA May11 Aug24 9:00-3:00 16 Classroom (FF) $590.35

Network Specialist Certificate (184)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses

Focus on networking for the small-office, home-office (SOHO) market as preparation for work in small or medium sized organizations. Learn to install and configure Cisco switches and routers in multiprotocol internetworks using LAN and WAN interfaces, and plan, design, install, operate and troubleshoot Ethernet, TCP/IP Networks. This Certificate prepares you for CompTIA N+ and Cisco CCNA Certifications.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/networkspecialist

Admission Requirements

- Server and Network Support Certificate or completion of the following courses: ELEC10118 and ELEC10034; or previously, COMPNET01 and COMPNET20.

Program of Studies

Mandatory Courses:		Hours
COMPNET50	Wireless & VOIP Technologies	56
ELEC10051	Network Design & Troubleshooting	84
ELEC10052	Advanced Network Technologies	64
ELEC10106	Network Security & Management	56

Wireless & VoIP Technologies — COMPNET50

Focus on the design, planning, implementation, operation and troubleshooting of Wireless LANs. 22 hours of online education required. Prerequisite: COMPNET20 or ELEC10051.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22408	MO	May6	Aug26	6:00-10:00	14	Classroom (FF)	$420.79

Server & Network Support Certificate (183)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Understand a Local Area Network environment including how a network handles data, and shares hardware and software resources. Focus on data communications and networking essentials, TCP/IP and networking, network operating systems for network applications, computer and server hardware, and internet programming. Provides preparatory studies for the Network Specialist Certificate, and to write COMPTIA A+, Server+, iNet+, Linux+ and Microsoft Certification examinations.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or hashem.nasrollahi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/servernetworksupport

Admission Requirements

- Grade 12 OSSD, COMPCO001 and MATH10042 or equivalent.

Program of Studies

Mandatory Courses:		Hours
ELEC10034	Network Fundamentals	64
ELEC10049	Windows Server Administration	64
ELEC10050	Internet Technologies	56
ELEC10102	Advanced Server Technologies	56
ELEC10118	Computer Hardware & Software	56

Network Fundamentals — ELEC10034

Analyze the architecture, functions and components of the OSI and TCP/IP layered network models. Learn to Implement network topologies and IP addressing schemes, and configure and maintain local area networks. Prerequisite: ELEC10118.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22403	WE	May8	Aug21	6:00-10:00	16	Classroom (FF)	$472.35

Internet Technologies — ELEC10050

Build, analyze, and test dynamic interactive web applications using client- and server-side scripting languages and environments such as JavaScript, VBScript, PHP and Active Server Pages. Prerequisite: ELEC10118.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22400	TU	May7	Aug6	6:00-10:00	14	Classroom (FF)	$420.79

Computer Hardware & Software — ELEC10118

Focus on basic hardware components and operating system software for Wintel-compatible computers, as outlined in the CISCO Networking Academy Program - IT Essentials 1 course. Develop the foundations for COMPTIA 's A+ certification exams.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22399	TH	May9	Aug8	6:00-10:00	14	Classroom (FF)	$420.79

ELECTRICAL

Electrical Fundamentals Certificate (063)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 3 courses

Benefit from a thorough grounding in electrical fundamentals required in various maintenance occupations.

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1267
Email: ceengty@mohawkcollege.ca or daniel.wright@mohawkcollege.ca
Web: ce.mohawkcollege.ca/electricalfundamentals

Admission Requirements

- A minimum of Grade 11 mathematics and physics, or equivalent.

Program of Studies

Mandatory Courses:		Hours
ELECHV107	Electricity 1 - Residential	72
ELECHV200	Electricity 2 - Comm/Light Industrial	72
MATHMA002	Prep. Mathematics (Technology)	72

Courses are offered under other Programs. Refer to the Index.

Electronic Fundamentals Certificate (886)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses

Electronics are a key element of modern Industrial equipment and consumer projects. Explore all areas of modern electronics, including passive components, circuits, semiconductor components, and digital logic.

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1267
Email: ceengty@mohawkcollege.ca or daniel.wright@mohawkcollege.ca
Web: ce.mohawkcollege.ca/electronicfundamentals

Admission Requirements

- Grade 12 Mathematics or equivalent.

Program of Studies

Mandatory Courses:		Hours
ELECER001	DC Electl/Electn Theory	56
ELECER002	AC Electl/Electn Theory	56
ELECER003	Electronics 1	56
ELECER005	Electronics 2	56

DC Electrical/Electronic Theory — ELECER001

Develop knowledge of electrical theory with emphasis on terminology, basic DC concepts and characteristics, and safety procedures.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22050	WE	Apr17	Jul17	6:00-10:00	14	Classroom (FF)	$420.79

AC Electrical/Electronic Theory — ELECER002

Study AC electrical/electronic terms, concepts, and characteristics, and safety procedures. Prerequisite: ELECER001.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22049	TU	Apr16	Jul16	6:00-10:00	14	Classroom (FF)	$420.79

Human Machine Interfacing Certificate (182)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Human-Machine Interfacing (HMI) is the essential component of any modern automation system. Develop the skills implement an effective HMI interface on an automation system. Work with a variety of HMI software packages such as Wonderware Intouch, Rockwell RSView and Trihedral Visual Tag System (VTS). Allen-Bradley PLCs will be utilized for all logic and field interfacing. Significant time will be spent on "hands-on" exercises.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or reno.dagostino@mohawkcollege.ca
Web: ce.mohawkcollege.ca/hmi

Admission Requirements

- For those who have completed at least the first course in the Programmable Logic Controller (PLC) certificate and want to move on to the simultaneous Science and Art of Human-Machine Interfacing.

Program of Studies

Mandatory Courses:		Hours
ASYS10004	HMI Programming 1	56
ASYS10005	HMI Programming 2	56
ASYS10006	HMI Programming 3	56
ASYSPLC11	PLC Programming 1	56
ASYSPLC12	PLC Programming 2	56

Watch for courses next term

Industrial Drives Certificate (202)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Industrial drives are essential components in conveyor systems, fans, pumps, and manufacturing systems requiring precise control of motor speed and torque. These workhorses of manufacturing require unique skills to install, maintain, and troubleshoot.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or reno.dagostino@mohawkcollege.ca
Web: ce.mohawkcollege.ca/industrialdrives

Program of Studies

Mandatory Courses:		Hours
ASYS10001	Industrial Drives 1	52
ASYS10002	Industrial Drives 2	52
ASYS10003	Industrial Drives 3	52
ELECER001	DC Elect/Electn Theory	56
ELECER002	AC Elect/Electn Theory	56

ELECR001 and ELECR002 - refer to the Electronic Fundamentals Certificate.

Instrumentation Courses

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1267
Email: ceengty@mohawkcollege.ca or daniel.wright@mohawkcollege.ca
Web: ce.mohawkcollege.ca/instrumentation

Watch for courses next term

Programmable Logic Controllers Certificate (092)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses

For those in the manufacturing sector working with PLC systems. The PLC has evolved to be the central component in all automation systems. To remain competitive in world markets, manufacturers continue to deploy more automated equipment controlled by PLCs. The skills developed in the program will be needed to design, program and maintain PLC-based automation installations. Several different models of PLCs will be covered in this program. Significant time will be spent on "hands-on" exercises.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or reno.dagostino@mohawkcollege.ca
Web: ce.mohawkcollege.ca/plc

Admission Requirements

- A basic understanding of electrical circuitry, particularly control circuits is required.
- Applicants should have one of the following electrical/electronic programs: Apprenticeship Certificate, Journeyman Licence, Technical Diploma, Degree, or equivalent hands-on technical experience.

Program of Studies

Mandatory Courses:		Hours
ASYSPLC11	PLC Programming 1	52
ASYSPLC12	PLC Programming 2	52
ASYSPLC13	PLC Programming 3	52
ASYSPLC14	PLC Programming 4	52

PLC Programming 1 — ASYSPLC11

Explore the fundamentals of a PLC system, including relay logic, components, ladder logic fundamentals and basic programming, using the PLC 5 software.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22009	TH	Apr18	Jul11	6:00-10:00	13	Classroom (FF)	$394.43

PLC Programming 2 — ASYSPLC12

BCD, math, Structured Sequential Logic, files and Analog I/O are introduced. Work on an Allen-Bradley PLC-5 using RSLogix software. Significant "hands-on" exercises. Prerequisite: ASYSPLC11.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22010	TU	Apr16	Jul9	6:00-10:00	13	Classroom (FF)	$394.43

PLC Programming 3 — ASYSPLC13

Introduces Advanced Ladder Logic multiple programs such as Tag Databases, DH Plus, Remote I/O, ControlNet, Ethernet, DeviceNet, Routines and Tasks, and Function Block programming language. Participants will work on an Allen-Bradley ControlLogix 5000 processor using Rockwell's RSLogix5000 family of programming software. Prerequisite: ASYSPLC12.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22011	TU	Apr16	Jul9	6:00-10:00	13	Classroom (FF)	$394.43
22012	TH	Apr18	Jul11	6:00-10:00	13	Classroom (FF)	$394.43

ENVIRONMENTAL

CFC/ODP Training Courses

Required by individuals who do not have an ODP card or for those whose ODP card has expired. Under Ontario regulations, individuals who handle refrigerants must successfully complete training and an exam as part of the Ozone Depleting Substances Awareness Program. Those who successfully complete the full one-day course will receive a renewable Ontario Ozone Depletion Card, and a nationally registered number for refrigerant purchase.

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca
Web: ce.mohawkcollege.ca/cfc-odp

CFC/HCFC/HFC Control — ENVRRE904

Examine environmentally correct equipment design, and handling procedures for CFC/HCFC/HFC refrigerants. Intended for those who wish to obtain an ODP Card or whose Card has expired. Course Manual provided. HST included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22182	SA	Apr13	Apr13	8:30-3:00	1	Classroom (SC)	$214.50
22184	SA	May11	May11	8:30-3:00	1	Classroom (SC)	$214.50
22185	SA	Jun15	Jun15	8:30-3:00	1	Classroom (SC)	$214.50

Environment Courses

Questions?
Call: 905-575-5703
Email: disted@mohawkcollege.ca

Energy Resources — ENVR10025

Examine current traditional and non-renewable energy resources and technologies and their limitations; explore renewable energy sources (e.g. hydroelectricity, solar, ocean, geothermal and wind energy) and future potential. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22491		May10	Aug16			Online (OL)	$367.10

NEW! Sustainability — ENVR10042

Examine sustainability management from a business perspective. Topics include frameworks for corporate sustainability, life cycle costing, measuring social, environmental and economic impacts, implementing and reporting sustainability. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22525		May10	Aug16			Online (OL)	$346.16

Environmental Engineering Certificate (083)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Learn to evaluate and implement programs to control environmental stresses. Examine Environmental and Waste Audits, Compliance Assessment, Program Implementation, Solid and Liquid Waste, Air Quality Assessment, Best Management Practices, and Emergency Planning. Ideal for those working in the industrial or municipal sectors who require broader knowledge of technical aspects and environmental legislation.

Questions?
Call: 905-575-2203 or 905-318-4295 mailbox 1501
Email: ceengty@mohawkcollege.ca or margaret.thomson@mohawkcollege.ca
Web: ce.mohawkcollege.ca/environmentalengineering

Admission Requirements
- Prep Chemistry (GSCIPE053) or equivalent.

Program of Studies

Mandatory Courses:		Hours
CHEMOH701	Principles of Environmental Chemistry	42
ENVROH702	Environmental Science	42
ENVROH704	Air Pollution and Monitoring	42
ENVROH707	Environ. Project & Reporting	42
LAWSOH703	Environmental Legis/Audit	42
WASTOH705	Water & Wastewater Treatment	42
WASTOH706	Solid & Hazardous Waste Mgmt	42

Principles Of Environmental Chemistry — CHEMOH701

Explore elements, radicals and compounds, stoichiometry, solutions, chemical water analysis, pH, chemical kinetics and equilibria, gas laws and solubility alkalinity, colloids and coagulation, organic compounds, oxidation-reduction. Prerequisite: GSCIPE053 or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22752	TH	Apr18	Jul18	6:30-9:30	14	Classroom (FF)	$325.08

Environmental Project And Report — ENVROH707

Concentrate on process waste audits, engineering economics, project management, report writing and oral presentation skills. A combination of distance and in class learning. Prerequisites: ALL other courses in the program.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22751	TH	Apr18	Jul18	6:00-9:00	14	Classroom (FF)	$325.08

Fire Safety Certificate (853)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Involved in building construction or maintenance, or work as an inspector, fire prevention officer, insurance adjuster, or are responsible for fire safety in commercial or industrial institutions? You should benefit from this program.

Questions?
Call: 905-575-2203 or 905-575-2225
Email: ceengty@mohawkcollege.ca or geoff.white@mohawkcollege.ca
Web: ce.mohawkcollege.ca/firesafety

Program of Studies

Mandatory Courses:		Hours
SAFE10050	Fire Safety Inspections	39
SAFEFT100	Basic Principles of Fire Safety	45
SAFEFT103	Fire Safety 3-Fire Alarms	39
SAFEFT104	Fire Safety 4-Water Exiting Systems	39
SAFEFT105	Fire Safety 5-Special Exiting Systems	39
SAFEFT106	Fire Safety 6-Processes & Protection	39

Fire Safety Inspections — SAFE10050

Study the application and enforcement of the Ontario Fire Code and develop skills for conducting comprehensive fire safety inspections in a variety of occupancies. Prerequisite: SAFEFT100.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22059	WE	Apr17	Jul10	7:00-10:00	13	Classroom (FF)	$301.86

Fire Safety 6-Processes & Protection — SAFEFT106

Explore various industrial hazards with emphasis on chemical plants, flammable operations and ovens, computers warehousing and textiles. Prerequisite: SAFEFT100.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22058	TU	Apr16	Jul9	7:00-10:00	13	Classroom (FF)	$301.86

Occupational Health and Safety Management Certificate (060)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Under the Occupational Health and Safety Act, workplaces must prepare and review at least annually a written occupational health and safety policy and maintain a program to implement that policy. Benefit from guidelines and assistance in defining health and safety objectives and developing policies and procedures. For Supervisors, Safety Co-coordinators, Occupational Health Nurses, Joint Health and Safety Committees members, and others who require broader legal and technical knowledge to function effectively in their occupation.

Questions?

Call: 905-575-2203 or 905-575-2225
Email: ceengty@mohawkcollege.ca or geoff.white@mohawkcollege.ca
Web: ce.mohawkcollege.ca/ohs

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements

- Knowledge of chemistry, physics and mathematics is an asset.

Program of Studies

- Completing BOTH CHEM10005 and SAFE10070 is considered equivalent to ENVROH101.

Mandatory Courses:		Hours
ENVROH101	Occupational Hygiene-Intro	39
ENVROH105	Occupatnl Toxicology & Disease	36
ENVROH304	Ergonomics	36
LAWSOH301	Fnds Occup Hlth & Sfty Law	39
SAFE10072	Hazard Assessment & Control	39
SAFEFT100	Basic Prncpl Fire Safety	45
SAFEOH308	H&S Prog Dev&Coordination	45
SAFEOH309	Wrkplc Safety&Insur Act	36

Chemical Hazards — CHEM10005

Focus on correcting and preventing workplace incidents involving chemical hazards. Examine legislation, industrial processes, risk analysis and fail-safe studies. Prerequisite: Prep Science Chemistry (GSCIPE053).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21344		May10	Aug16			Online (OL)	$367.10

Fire Protection — SAFE10071

Develop understanding of fire and life safety issues, with emphasis on fire chemistry and physics, building design, and applicable legislation. Equivalent to Basic Principles of Fire Safety (SAFEFT100).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21352		May10	Aug16			Online (OL)	$384.80

Hazard Assessment and Control — SAFE10072

Study practical aspects of recognizing, assessing and controlling workplace hazards. Topics include: legal responsibilities, inspection techniques, control strategies and training programs.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22060	WE	Apr17	Jul10	7:00-10:00	13	Classroom (FF)	$301.86

Industrial Hygiene — SAFE10078

Learn to anticipate, recognize, evaluate, and control chemical, physical and biological hazards arising in or from the workplace. WHMIS and other relevant legislation receive emphasis. Equivalent to Intro. to Occupational Hygiene (ENVROH101).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21109		May10	Aug16			Online (OL)	$367.10

Introduction to Ergonomics — SAFE10045

An overview of ergonomic principles will highlight basic worksite investigation and familiarization with basic principles relating to anatomy, biomechanics, physiology, manual material handling, cumulative trauma disorders and office ergonomics. Equivalent to Changing the Workplace Through Hands-On Ergonomics (LABR10000) and Ergonomics (ENVROH304).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21196		May10	Aug16			Online (OL)	$346.16

Introduction to Toxicology — ENVR10022

Examine chemical toxins and their effects on the human body; explore the role of toxicology in helping to prevent illness and injury. Equivalent to Toxicology (ENVROH105). Prerequisite: Prep Science Chemistry (GSCIPE053).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21342		May10	Aug16			Online (OL)	$262.40

Legislation for Health and Safety — SAFE10077

Examine health and safety legislation, including statutes, regulations, codes, and standards, the obligations of employers and of employees; filing claims, entitlement decision making, benefits, appeals, and re-employment. Equivalent to Workplace Safety and Insurance Act (SAFEOH309).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21108		May10	Aug16			Online (OL)	$367.10

Occupational Hygiene-Introduction — ENVROH101

Focus on recognition, evaluation and control of chemical and physical workplace hazards, toxicology, exposure measurement and control strategies, and legal information sources.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22061	TU	Apr16	Jul9	6:00-9:00	13	Classroom (FF)	$301.86

Physical Hazards — SAFE10070

Examine effects of workplace hazards, including noise, radiation, temperature extremes, ergonomics, illumination and ventilation. Prerequisites: Occupational Health and Safety (SAFEPIR21) and Introduction to Science (GSCI10002).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21343		May10	Aug16			Online (OL)	$455.60

GARDENING

Horticulture Courses

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1795
Email: ceengty@mohawkcollege.ca or jim.lounsbery@mohawkcollege.ca

Jump-Start Your Garden For Spring — HORTHOR24

Learn professional tips for a beautiful garden. Focus on soil amendment, fertilizers, pruning, summer bulbs, lawn care and maintenance for flowers, shrubs and trees.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22001	WE	Apr24	Apr24	6:30-9:30	1	Classroom (FF)	$33.52

Perennial Gardening — HORTHOR44

Learn about exciting new varieties of perennials and how to combine them to create shady retreats, deal with drought conditions, and explore container gardening.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21998	WE	May1	May8	6:30-9:30	2	Classroom (FF)	$65.34

Plant Health Management HORT10046

Focus on common plant pests and examine cultural, biological, and chemical control strategies. Selection, application and safe handling of pesticide are discussed. Course includes a field trip and a project/assignment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21996	TU	Apr16	Jul2	7:00-10:00	12	Classroom (FF)	$278.64

Pruning & Maintenance Of Shrubs And Trees HORTHOR36

Demonstrations with live plants and illustrated presentations by a Certified Aroborist are used in the workshop to give you the confidence to prune your shrubs and garden plants successfully.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21997	TH	May16	May16	6:30-9:30	1	Classroom (FF)	$37.14

Horticulture Plant Identification Certificate (846)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Prepare for a career change, or enhance your interest in plant materials used in the nursery, commercial, and residential landscape. Study the features and cultural requirements of a broad range of plant materials.

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1795
Email: ceengty@mohawkcollege.ca or jim.lounsbery@mohawkcollege.ca
Web: ce.mohawkcollege.ca/horticulture

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses:		Hours
HORTHOR01	Fundamentals of Horticulture	36
HORTHOR02	Deciduous Trees	36
HORTHOR03	Conifers (Evergreens)	36
HORTHOR04	Deciduous Shrubs	36
HORTHOR05	Brdlf Evergreens, Clmbr & Vine	36
HORTHOR06	Annuals, Perennials, Bulbs	36

Extra costs for field trips may be incurred depending on their location.

Fundamentals Of Horticulture HORTHOR01

Benefit from a practical overview of horticulture that ties together various fields by illustrating common background, principles and nomenclature. Supplies included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22008	WE	Apr17	Jul3	7:00-10:00	12	Classroom (FF)	$290.64

Deciduous Trees HORTHOR02

Explore and learn about a broad range of deciduous trees suitable for the modern landscape with emphasis on landscape use, cultural requirements and their ornamental value. Field trips included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22007	TU	Apr16	Jul2	6:30-9:30	12	Classroom (FF)	$278.64

Deciduous Shrubs HORTHOR04

Explore and learn about a broad range of deciduous shrubs suitable for the modern landscape with emphasis on landscape use, cultural requirements and their ornamental value. Field trips included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22006	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

Annuals, Perennials, Bulbs HORTHOR06

Consider annuals, perennials and bulbs for use in modern landscapes, with emphasis on identification, cultural requirements and ornamental value.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22005	TU	Apr16	Jul2	7:00-10:00	12	Classroom (FF)	$278.64

Landscape Design Certificate (080)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Enhance your career potential or learn to landscape your own property. Combine creative flair with scientific study and drafting and design skills.

Questions?

Call: 905-575-2507 or 905-318-4295 mailbox 1795
Email: ceengty@mohawkcollege.ca or jim.lounsbery@mohawkcollege.ca
Web: ce.mohawkcollege.ca/landscapedesign

Admission Requirements

- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

- It is highly recommended that General Plant ID or several of the Plant ID courses be taken prior to Landscape Design 2 or 3.

Mandatory Courses:		Hours
HORTHOR01	Fundamentals of Horticulture	36
HORTLA010	General Plant Indentification	36
HORTLA009	Botany/Taxonomy	36
HORTLA001	Landscape Design I	36
HORTLA007	Landscape Design II	36
HORTLA008	Landscape Design III	36
Options - Choose 1:		
CADMCAD06	Introduction to AutoCAD	45.5
HORTHOR02	Deciduous Trees	36
HORTHOR03	Conifers (Evergreens)	36
HORTHOR04	Deciduous Shrubs	36
HORTHOR05	Broadleaf Evergreens, Climbers and Vines	30
HORTHOR06	Annuals, Perennials, Bulbs	30

If you are planning to use the Horticulture Certificate instead of taking HORTLA010 (General Plant ID), you must apply for an exemption for HORTLA010 before applying for the Landscape Design Certificate.

Fundamentals of Horticulture (HORTHOR01) - refer to Horticulture Plant Identification Certificate.

General Plant Identification HORTLA010

Study identification and cultural requirements of deciduous trees, shrubs, conifers, ground covers, broadleaf evergreens, annuals, perennials and grasses. Field trips included. NOTE: This course is a requirement of the Landscape Design Cert. but CANNOT be used as a credit in the Horticulture Plant Identification Certificate.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22003	TH	Apr18	Jul4	6:30-9:30	12	Classroom (FF)	$278.64

Landscape Design 1 HORTLA001

Focus on the basics of professional landscape design and construction, and selection, care and maintenance of plant materials.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22004	MO	Apr15	Jul15	7:00-10:00	12	Classroom (FF)	$278.64

Canadian Institute for NDE

The Canadian Institute for NDE (CINDE) offers intensive day and night school courses in nondestructive testing disciplines and applications. The NDT discipline courses meet CAN/CGSB 48.9712-2006/ISO 9712:2005 requirements to Levels 1, 2 and 3.

CINDE offers the following programs in co-operation with its Ontario Chapter. Course fees include course manual and CINDE membership.

Questions?
Call: 905-387-1655
Email: registrations@cinde.ca
Web: ce.mohawkcollege.ca/nde or www.cinde.ca

Courses Offered:
- Liquid Penetrant • Magnetic Particle • Eddy Current • Ultrasonics
- Radiography • Film Interpretation • Radiation Safety
- PdM Techniques • Weld Inspection & Quality Control
- Principles & Applications of NDT • Engineering, Materials and Components (EMC) • Level 3 Preparatory Courses
- Phased Array-Basic

Safety shoes are mandatory for all laboratory work.

Register online at: www.cinde.ca.

Liquid Penetrant Levels 1 & 2

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
	TH	Sep19		7:00-10:00	14	Classroom (FF)	$990.00

Ultrasonics Level 1

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
	SA	Sep14			5	Classroom (FF)	$990.00

Magnetic Particle Levels 1 & 2

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
	TU	Sep17		7:00-10:00	14	Classroom (FF)	$990.00

CNC Courses

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca

CNC Operator — MACH10059

Benefit from hands-on practical training in safety procedures, setup, and operation of HAAS Milling and Lathe CNC machines. Learn to create quality products and make the most of innovative technology.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22020	TU	Apr16	Jun18	6:00-10:00	10	Classroom (SC)	$309.60

CNC Programming Certificate (070)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 4 courses
Develop skills in basic microcomputer operation, manual CNC programming and CAD/CAM programming, using PC-based MasterCAM. Some review of geometry and trigonometry included. Intended for individuals with experience in machining.

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or robert.clark17@mohawkcollege.ca
Web: ce.mohawkcollege.ca/cncprogramming

Admission Requirements
- For the CNC courses, you must be able to function at a Grade 12 level in Mathematics and interpret engineering drawings.
- Since basic machining parameters are not covered, industrial experience in operating conventional machine tools such as turning or milling machines is recommended (see Machine Tool Operator Certificate for basic skills).

Program of Studies

Mandatory Courses:		Hours
MACHRE810	CNC Programming - Basic	60
MACHRE811	CNC Programming - Intermediate	60
CADMRE455	CAD/CAM MasterCAM 2D	60
CADMRE456	CAD/CAM MasterCAM 3D	52

Some components of this program require approved safety glasses and footwear.

CNC Programming - Intermediate — MACHRE811

Explore sequences including canned cycles, macros, machine tool set-up and operation. Prerequisite: MACHRE810.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22019	TU/TH	Apr16	Jun4	6:00-10:00	15	Classroom (SC)	$447.15

CAD/CAM (MasterCAM) 3D — CADMRE456

Generate 3 dimensional wire frame models and multi surface tool paths for pattern and mould making or die sinking. Prerequisite: CADMRE455.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22018	TH	Apr18	Jul11	6:00-10:00	13	Classroom (SC)	$394.43

Fluid Power Certificate (847)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses
Benefit from practical 'hands-on' training in hydraulics/pneumatics, components/systems, troubleshooting methods and electronic/electrical control for fluid power. For individuals in fluid power related occupations who work with systems from a practical standpoint, but who have little or no formal training in fluid power.

Questions?
Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or richard.schrama1@mohawkcollege.ca
Web: ce.mohawkcollege.ca/fluidpower

Admission Requirements
- You require basic knowledge of, or experience with, fluid power systems.

Program of Studies

Mandatory Courses:		Hours
STENMF100	Basic Hydraulics	60
STENMF101	Hydraulic Troubleshooting & Rebuild	48
STENMF102	Hydraulic System Studies	48
STENMF103	Basic Pneumatics & Troubleshooting	48
ELECMF104	Electrical/Electronic Applications for Fluid Power	60
STENMF105	Electro Pneumatic Systems	48

Some components of this program require approved safety glasses and footwear.

Hydraulic System Studies — STENMF102

Learn to troubleshoot a Hydraulic system with attention to safety and warranty and using hydraulic system schematics. Prerequisite: STENMF101.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21995	TU	Apr23	Jul9	6:00-10:00	12	Classroom (SC)	$368.07

Industrial Engineering Certificate - Level 1 (868)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

For individuals in first level Industrial Engineering positions. Conduct studies, draw plans of plant layout; quality control concepts, lean manufacturing concepts and participate in various manufacturing problem solving applications.

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or william.stewart6@mohawkcollege.ca
Web: ce.mohawkcollege.ca/industrialengineering

Program of Studies

Mandatory Courses:		Hours
HRESIM337	Management of Human Resources	42
IENGIM132	Work Measurement 1	56
IENGIM252	Problem Solving	42
IENGIM332	Work Measurement 2	56
IENGIM535	Plant Layout & Material Handling	56
MGMTIM153	Manufacturing Management	42

Management Of Human Resources — HRESIM337

Examine behavioural science and its application to better understand human behaviour and the use of human skills in the work environment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22052	WE	Apr17	Jul3	6:00-9:30	12	Classroom (FF)	$325.08

Plant Layout And Material Handling — IENGIM535

Examine analytical techniques used in designing plant layouts and material handling systems.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22053	MO	Apr15	Jul29	6:00-10:00	14	Classroom (FF)	$420.79

Industrial Lubrication Certificate (064)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Enhance your knowledge of industrial lubrication practices in this program, offered in co-operation with the Hamilton section of the Society of Tribologists and Lubrication Engineers (STLE).

Applicants who complete the program should be prepared to write the STLE Lubrication Specialist Certification Examination.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or richard.schrama1@mohawkcollege.ca
Web: ce.mohawkcollege.ca/industriallubrication

Admission Requirements

You should have employment responsibilities involving lubrication and several years related experience. Secondary school background with chemistry, physics and mathematics is an asset.

Program of Studies

Mandatory Courses:		Hours
MATLLUB00	Lubrication Fundamentals	45
MATLLUB04	Lubrication Systems, Storage & Handling	45
STENLUB05	Fluid Power Fundamentals	45
MATLLUB06	Lubrication TAP	45
MECHRE044	Power Transmission	39

Watch for courses next term

Industrial Mechanic (Millwright) Certificate (061)

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or robert.clark17@mohawkcollege.ca
Web: ce.mohawkcollege.ca/imm

Admission Requirements

- **This certificate is currently under review (effective Fall 2012).**

Machine Tool Operator Certificate (848)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Enhance your knowledge of general machine shop practice and improve practical skills using specific, conventional machine tools. Machine Tool Operators may operate lathes, drilling machines, milling machines, grinders, or special purpose machines to machine a work piece on a production basis. Work tasks performed include lifting, positioning and securing work piece and work holding devices, interpreting mechanical drawings, inspecting work pieces to ensure conformance to specifications, and changing and sharpening worn or defective cutting tools.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or robert.clark17@mohawkcollege.ca
Web: ce.mohawkcollege.ca/machinetooloperator

Admission Requirements

- You require Grade 12 Mathematics, and a strong mechanical aptitude.

Program of Studies

Mandatory Courses:		Hours
MACHRE165	Machine Shop 1	40
MACHRE265	Machine Shop 2	40
MACHRE465	Machine Shop 3	40
MACHRE543	Machine Shop Theory	72
TDRWRE152	Blueprint Reading Mechanical	36

Some components of this program require approved safety glasses and footwear.

Machine Shop 1 — MACHRE165

Study engine lathe operation with attention to safety, measuring, layout tools, set-up with 3 and 4 jaw chucks, speed/feed calculation, drilling, tapping, reaming, and external thread cutting. Miscellaneous fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22013	SA	Apr13	Jun15	8:00-12:00	10	Classroom (SC)	$349.60

Machine Shop 2 — MACHRE265

Focus on safety procedures, operational formulae, intermediate engine lathe operation, eccentric turning, internal and external thread cutting, basic drilling, milling and surface grinding operations. Prerequisite: MACHRE165. Miscellaneous fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22014	SA	Apr13	Jun15	8:00-12:00	10	Classroom (SC)	$349.60

Machine Shop 3 — MACHRE465

Study safety procedures, advanced turning operations, advanced milling applications and operational calculations. Prerequisite: MACHRE265. Miscellaneous fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22015	SA	Apr13	Jun15	8:00-12:00	10	Classroom (SC)	$349.60

Machine Shop Theory — MACHRE543

Develop skills and knowledge in safety, tool use, engine lathe set-up and operation, and drilling, milling, and surface grinding operations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22016	MO/WE	Apr15	Jun17	6:00-10:00	18	Classroom (SC)	$519.55

Ready for your Certificate?
Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

Maintenance Mechanic Fundamentals Certificate (062)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Intended for individuals interested in entering the field of maintenance mechanics who have no prior knowledge of the occupation.

Questions?

Call: 905-575-2507
Email: ceengty@mohawkcollege.ca or robert.clark17@mohawkcollege.ca
Web: ce.mohawkcollege.ca/maintenancemechanic

Admission Requirements

- Grade 12 mathematics, physics and chemistry.
- A good mechanical aptitude recommended.

Program of Studies

Mandatory Courses:		Hours
MECHRE041	Pumps (Industrial)	39
MECHRE042	Pipefitting for Industrial Mechanic	39
MECHRE043	Rigging & Hoisting	39
MECHRE044	Power Transmission	39
IENGRE045	Material Handling Maintenance	42
MATLLUB00	Lubrication Fundamentals	45

Lubrication Fundamentals (MATLLUB00) - refer to the Industrial Lubrication Certificate.

Pipefitting For Industrial Mechanic — MECHRE042

Explore principles, selection, installation and maintenance of metallic and non-metallic pipe, tubing and various fittings, flanges, valves and industrial fasteners.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22027	TH	Apr18	Jul11	6:00-9:00	13	Classroom (SC)	$301.86

Material Handling Maintenance — IENGRE045

Learn to organize preventative maintenance schedules and carry out planned maintenance, troubleshooting and repair of handling equipment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22026	TU	Apr16	Jul2	6:00-9:30	12	Classroom (SC)	$325.08

Mechanical Design Courses

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

NEW! Geometric Dimensioning and Tolerancing-Introduction — MECH10045

Enhance basic engineering drafting skills with an introduction to principles of geometric dimensioning and tolerancing. Focus on interpretation and application symbols to drawings, measurements and quality control. Prerequisite: Grade 12 Math (general or advanced) or equivalent. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22514		May10	Aug16			Online (OL)	$304.28

Quality Assurance - Level 1 Certificate (858)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Targeted towards ASQ Certified Quality Technician (CQT) Certification. Useful to individuals in business, service industries, and manufacturing who are interested in quality. Offered in co-operation with the Hamilton Section of the American Society for Quality (ASQ). Certification Exams in March and October each year. See details on ASQ website: www.asq.org

Questions?

Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or william.stewart6@mohawkcollege.ca
Web: ce.mohawkcollege.ca/qualityassurance

Program of Studies

Mandatory Courses:		Hours
QUALQC101	Quality Con, Tech & Motiv	39
MATHQC102	Statistical Process Control 1	39
MATHQC103	Statistical Process Control 2	39
QUALQC104	Avail, Reliab & Maintainability	42
QUALQC105	Principles of Metrology	39
QUALQC106	Inspection & Testing	42

Statistical Process Control 1 — MATHQC102

Examine statistical methods and applications utilized for process product system evaluation. Content includes presentation and description of data, probability, sampling distribution, statistical inference, and objectives.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22051	MO	Apr15	Jul22	7:00-10:00	13	Classroom (FF)	$301.86

Inspection And Testing — QUALQC106

Focus on the inspection and test plan, reference standards, measurement, sampling, documentation and data processing implications and NDE as applied to the Quality Practitioner.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22047	WE	Apr17	Jul3	6:30-10:00	12	Classroom (FF)	$325.08

Quality Assurance Courses

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

NEW! Six Sigma Methods — MECH10047

Investigate an organized framework of statistical tools to improve service or product quality. Focus on charter documents, problem solving, implementation and control, and advanced techniques. Prerequisite: Introductory Statistics course or equivalent. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22509		May10	Aug16			Online (OL)	$432.00

Welder Operator Certificate (860)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Provides skill development for individuals currently employed in the welding field or for those interested in welding and mechanical occupations.

Questions?

Call: 905-575-2507 or 905-575-1212 ext. 5023
Email: ceengty@mohawkcollege.ca or james.carey2@mohawkcollege.ca
Web: ce.mohawkcollege.ca/welderoperator

Admission Requirements

- Average mechanical aptitude required. You will be assessed during the first course, Shielded Metal Arc Welding 1, to determine which level of the program is appropriate for you. Everyone must register in Shielded Metal Arc Welding 1.

Program of Studies

Mandatory Courses:		Hours
WELDRE234	Shielded Metal Arc Welding 1	78
WELDRE235	Shielded Metal Arc Welding 2	78
WELDRE236	Shielded Metal Arc Welding 3	78
WELDRE237	Gas Metal Arc Welding	78
TDRWRE154	Blueprint Reading Welding	39

You must supply Safety Glasses, Safety Boots and Welding Gloves.

Shielded Metal Arc Welding 1 — WELDRE234

Develop skills in welding in the flat and horizontal positions, safety, and Oxyfuel gas cutting. Material fee included. Theory components are self-study but will be tested in class. Be prepared to complete several hours of homework each week.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21982	MO/WE	Apr22	Jul24	6:30-9:30	26	Classroom (SC)	$691.45

CRN = Course Registration Number | (FF) = Fennell, (IH) = IAHS, (SC) = STARRT, see page 126 for all campuses | Online / Online (OL), see page 127

Dynamics MECHMC422
29043 WE May8 Aug7 6:00-10:00 14 Classroom (FF) $420.79

SolidWorks Basic CADMRE066
29085 TH May16 Aug8 6:00-9:30 13 Classroom (FF) $348.30

Strength of Materials MECHMC364
29042 FR May10 Aug9 6:00-10:00 14 Classroom (FF) $420.79

Shielded Metal Arc Welding 2 — WELDRE235

Focus on welding in the vertical position, identification of basic joint design, selection of electrodes, terminology and safety. Prerequisite: WELDRE234 or equivalent. Material fee included. Theory components are self-study but will be tested in class. Be prepared to complete several hours of homework each week.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21983	MO/WE	Apr22	Jul24	6:30-9:30	26	Classroom (SC)	$691.45

Shielded Metal Arc Welding 3 — WELDRE236

Learn to weld in overhead positions, identify basic joint design, select electrodes, and work safely. Prerequisite: WELDRE235 or equivalent. Material fee included. Theory components are self-study but will be tested in class. Be prepared to complete several hours of homework each week.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21984	MO/WE	Apr22	Jul24	6:30-9:30	26	Classroom (SC)	$691.45

Gas Metal Arc Welding — WELDRE237

Weld basic joints in the flat and horizontal positions using the GMAW (MIG) spray and short circuit transfer modes as well as FCAW (Flux Cored Arc Welding) with a gas shielding in the flat, horizontal, and vertical positions. Introduction to the GTAW (TIG) process. Prerequisite: WELDRE236 or WELD10052 or equivalent. Material fee included. Theory components are self-study but will be tested in class. Be prepared to complete several hours of homework each week.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21981	MO/WE	Apr22	Jul24	6:30-9:30	26	Classroom (SC)	$691.45

Blueprint Reading Welding — TDRWRE154

Cover welding symbols, types of welds, assemblies, fabrication, sectional drawings and terminology.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21979	TU	Apr16	Jul9	7:00-10:00	13	Classroom (SC)	$301.86

Welding Courses

Completion of WELDRE125, WELDRE126, & WELDRE129 may qualify you for C.W.B. equivalent certification in the flat position only.

Questions?
Call: 905-575-2507 or 905-575-1212 ext. 5023
Email: ceengty@mohawkcollege.ca or james.carey2@mohawkcollege.ca
Web: ce.mohawkcollege.ca/welding

Brantford Courses?
Email: jeffrey.yardy@mohawkcollege.ca

You must supply Safety Glasses, Safety Boots and Welding Gloves.

Welding I — WELDRE125

Focus on arc Welding with accepted electrodes (E6011, E6013, E7018) in the flat position, butt, lap and fillet, using light gauge and 1/4+ plate metal. Material fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22028	SA	Apr20	Jun15	8:00-12:00	9	Classroom (BF)	$341.64

Welding II — WELDRE126

Further develop welding skills in the vertical and horizontal positions. Prerequisite: WELDRE125. Material fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22029	SA	Apr20	Jun15	8:00-12:00	9	Classroom (BF)	$341.64

Welding III — WELDRE129

Continue developing welding skills in all positions. Prerequisite: WELDRE126. Material fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22030	SA	Apr20	Jun15	8:00-12:00	9	Classroom (BF)	$341.64

Welding Pipe & T I G — WELDRE215

Develop skills in pipe Welding, Shielded Metal Arc Welding with the uphand technique, Gas Tungsten Arc Welding (TIG) on the 1st pass pipe welding. Prerequisites: WELDRE129 or WELDRE236 or equivalent. Material fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21978	SA	Apr20	Jul6	8:00-12:00	12	Classroom (SC)	$452.07

Welding — WELDRE226

Cover basic Shielded Metal Arc Welding; SMAW to C.W.B. Standards. Gas Metal Arc Welding including Spray Arc, Short Arc and Flux-Core techniques. Material fee included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21977	SA	Apr20	Jul6	8:00-12:00	12	Classroom (SC)	$452.07

MATHEMATICS AND SCIENCES

Math Learning Centre Courses

Questions?
Call: 905-575-2139
Email: ceengty@mohawkcollege.ca or helen.dakin@mohawkcollege.ca
Web: ce.mohawkcollege.ca/mathematics-statistics

To start any of the individualized courses, register in the course and you must attend the one hour mandatory introductory session in the Math Learning Centre, starting at 6:00 pm on the date indicated by the CRN in which you registered. The Math Learning Centre is located in the Learning Support Centre Room C122 at the Fennell Campus.

Please Note: Material is based on a Windows operating environment.

Mathematics 1 — MATH10011

Focus on Equations, Basic and Intermediate Algebra, Right Triangle Trigonometry, Quadratics, and Complex Numbers. 4 month (42 hour). Prerequisite Grade 12 (C or U) or MATH MA002 or equivalent. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22659	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22661	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22662	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22663	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22664	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics 1 — MATH10012

Develop understanding of Algebra, Equations, Graphing and Systems of Equations, Computations and Unit Conversions, Right Trigonometry and Oblique Triangle Trigonometry. 4 month (42 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22660	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22665	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22666	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22667	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22668	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics — MATH10020

Study Quadratics, Analytic Geometry, Logarithms, Empirical Equations, and Algebra. 4 month (42 hour). Prerequisite: MATH10012. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22669	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22670	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22671	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22674	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22675	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics 2 (Motive Power Techniques) MATHMA009
29083 WE Apr24 Aug21 6:00-9:00 MLC (FF) $325.08

Mathematics MATH10022
29119 MO May13 Sep9 6:00-9:00 MLC (FF) $216.72

Mathematics — MATH10024

Explore Algebra, Quadratics, Analytic Geometry, Logarithms, Systems of Equations and Differential Calculus. 4 month (42 hour). Prerequisite: MATHMS173. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22676	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22677	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22678	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22701	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22679	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mechanical Intermediate Algebra — MATH10029

Focus on Logarithms, Complex Numbers, Sine Wave Analysis, Analytic Geometry and Oblique Triangle Trigonometry: 4 month (42 hour). Prerequisite: MATHMS165 or equivalent. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22680	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22681	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22682	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22683	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22684	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics for Computer Studies — MATH10042

Cover Algebra, Equations, Graphing and Systems of Equations, Boolean Algebra, Number Systems and Logarithms. 4 month (56 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22685	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22686	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22687	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22688	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22689	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Mathematics 2 — MATH10053

Focus on Boolean Algebra, Analytic Geometry, Sine Wave Analysis, Logarithms and Differential Calculus. 4 month (42 hour). Prerequisite: MATH 10011 or equivalent. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22690	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22691	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22692	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22693	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22702	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

NDE Mathematics — MATH10059

Unit Conversions, Equations, Algebra, Right Triangle and Oblique Triangle Trigonometry, Logarithms, Geometry & Mensuration. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22695	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22696	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22697	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22698	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22694	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Preparatory Apprenticeship - Math — MATHMA001

Develop skills with Fractions, Decimals, Percents, Unit Conversions and Mensuration. 4 month (48 hour). Prerequisite: Grade 10 Math (applied or academic). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22576	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$368.07
22577	TH	May2	Aug29	6:00-9:00		MLC (FF)	$368.07
22578	MO	May13	Sep9	6:00-9:00		MLC (FF)	$368.07
22579	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$368.07
22580	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$368.07

Preparatory Mathematics (Technology) — MATHMA002

Prepare for College Technical mathematics with attention to Operations with Numbers, Basic and Intermediate Algebra, Percents, Equations, Graphing and Systems of Equations, Unit Conversions, Mensuration and Trigonometry. 6 month (72 hour). Prerequisite: Grade 11 Math (U or C). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22581	WE	Apr24	Oct31	6:00-9:00		MLC (FF)	$519.55
22582	TH	May2	Nov8	6:00-9:00		MLC (FF)	$519.55
22583	MO	May13	Nov19	6:00-9:00		MLC (FF)	$519.55
22584	TU	Jun11	Dec18	6:00-9:00		MLC (FF)	$519.55
22585	WE	Jul17	Jan23	6:00-9:00		MLC (FF)	$519.55

Preparatory Mathematics (Business) — MATHMA003

Cover Operations with Numbers, Basic and Intermediate Algebra, Percents, Equations and Graphing and Systems of Equations. 4 month (48 hour). Prerequisite: Grade 11 Math (U or C). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22586	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$368.07
22587	TH	May2	Aug29	6:00-9:00		MLC (FF)	$368.07
22588	MO	May13	Sep9	6:00-9:00		MLC (FF)	$368.07
22589	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$368.07
22590	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$368.07

Mathematics 1 - General Arts And Science — MATHMA006

Focus on Operations with Numbers, Basic and Intermediate Algebra, Equations and Percents. Prerequisite: Grade 10 Math (applied or academic). Start date reflects mandatory orientation session. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22591	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22592	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22593	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22594	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22595	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics 1 (Motive Power Technqs) — MATHMA008

Focus on Operations with Numbers, Unit Conversions, Basic and Intermediate Algebra and Geometry and Mensuration. 4 month (42 hour). Prerequisite: Grade 10 Math (applied or academic). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22700	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22596	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22597	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22598	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22599	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Math — MATHMA018

Develop understanding of Unit Conversions, Geometry and Mensuration, Trigonometry, Graphing and Systems of Equations and Right Triangle Trigonometry. Prerequisite: MATHMA006. Start date reflects mandatory orientation session. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22600	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22601	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22602	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22603	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22604	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics — MATHMA101

Cover Percents, Equations, Trade and Cash Discounts, Markup / Markdown and Break-Even Analysis. 4 month (42 hour). Prerequisite: Grade 11 Math (M or U) or Grade 12 Math (C). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22717	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22605	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22606	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22607	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22608	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Engineering Mathematics 1 — MATHMA179

Concentrate on Algebra, Right and Oblique Triangle Trigonometry, Complex Numbers, Sine Wave Analysis, Systems of Equations and Logarithms. 4 month (56 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22609	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22610	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22611	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22612	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22613	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Differential Calculus — MATHMA383

Cover Empirical Equations, Conics, and Differential Calculus with Applications. 4 month (42 hour). Prerequisite: MATH10029. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22614	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22615	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22616	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22617	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22618	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics — MATHMS122

Cover Algebra, Equations, Geometry and Mensuration, Graphing and Systems of Equations, Percents, Unit Conversions and Trigonometry. 4 month (56 hour). Prerequisite: Grade 10 Math (applied or academic). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22619	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22620	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22621	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22622	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22623	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Mathematics For Construction Technician — MATHMS144

Study Algebra, Unit Conversions, Geometry & Mensuration and Right Triangle Trigonometry. 4 months (42 hour) Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22624	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22625	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22626	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22627	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22628	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics — MATHMS150

Study Algebra, Right Triangle Trigonometry and Graphing and Systems of Equations. 4 month (42 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22629	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22630	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22631	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22632	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22633	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mechanical Basic Algebra — MATHMS165

Learn about, Algebra, Right Triangle Trigonometry, Graphing and Systems of Equations and Quadratics. 4 month (56 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22634	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22635	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22636	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22637	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22638	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Mathematics — MATHMS173

Learn about Computations and Unit Conversions, Algebra, Equations, Right Triangle Trigonometry and Geometry and Mensuration. 4 month (56 hour). Prerequisite: Grade 12 Math (C or U). Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22639	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22640	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22641	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22642	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22643	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Mathematics 2 For Construction Technician — MATHMS244

Study Equations, Graphing and Systems of Equations, Analytic Geometry, Basic Statistics and Oblique Triangle Trigonometry. 4 month (42 hour). Prerequisite: MATHMS144. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22644	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22645	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22646	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22647	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22648	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics — MATHMS248

Cover Analytic Geometry, Basic Statistics, Quadratics, Geometry and Mensuration, and Graphing and Systems of Equations. 4 month (56 hour). Prerequisite: MATHMS171. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22649	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$420.79
22650	TH	May2	Aug29	6:00-9:00		MLC (FF)	$420.79
22651	MO	May13	Sep9	6:00-9:00		MLC (FF)	$420.79
22652	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$420.79
22653	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$420.79

Mathematics — MATHMS377

Concentrate on Analytic Trigonometry, Empirical Equations and Differential Calculus with Applications. 4 month (42 hour). Prerequisite: MATHMS271. Start date reflects mandatory orientation session.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22654	WE	Apr24	Aug21	6:00-9:00		MLC (FF)	$325.08
22655	TH	May2	Aug29	6:00-9:00		MLC (FF)	$325.08
22656	MO	May13	Sep9	6:00-9:00		MLC (FF)	$325.08
22657	TU	Jun11	Oct8	6:00-9:00		MLC (FF)	$325.08
22658	WE	Jul17	Nov13	6:00-9:00		MLC (FF)	$325.08

Mathematics Courses

Questions?
Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or zoran.pocuca@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Business Math Applications — MATH10057

Review basic arithmetic and algebra and mathematical tools and concepts essential for college study and employment. Good preparation for students preparing to study Marketing, Business, Financial Planning, Accounting, Purchasing or Insurance. Equivalent to Mathematics (MATHMA101). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21425		May10	Aug16			Online (OL)	$367.10

Engineering Mathematics 2 — MATH10021

An introduction to Functions, Graphs, Straight Line, Quadratic Equations, Analytic Trigonometry, Empirical Equations, Differential and Integral Calculus. Prerequisite: MATHMA179 or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22376	TU	May7	Aug6	6:00-9:00	14	Classroom (FF)	$325.08

Fundamental Mathematics — MATH10031

Build your skills and understanding of basic arithmetic concepts and the metric system. Focus on operations with whole numbers, fractions and decimals, operations with percents, solving applied problems involving percents, know and perform conversion between SI units, conversion between SI units and British or US units of measurement. Equivalent to MATHMA001. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21199		May10	Aug16			Online (OL)	$367.10

Integral Calculus — MATHMA483

Explore calculus concepts including integration concepts and rules with applications including surface of revolution, centroids and moments of inertia. Prerequisite: MATHMA383 or MATHMS377

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22370	TU	May7	Jul23	6:00-9:30	12	Classroom (FF)	$325.08
29163	TU/TH	May28	Jul30	6:00-9:30	12	Classroom (FF)	$325.08

Math — MATHMA018

Develop understanding of Unit Conversions, Geometry and Mensuration, Trigonometry, Graphing and Systems of Equations and Right Triangle Trigonometry. Prerequisite: MATHMA006. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22499		May15	Aug28			Online	$293.16

Mathematics — MATHMA101

Cover Percents, Equations, Trade and Cash Discounts, Markup / Markdown and Break-Even Analysis. 4 month (42 hour). Prerequisite: Grade 11 Math (M or U) or Grade 12 Math (C).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22750	TH	May2	Aug1	6:00-9:00	14	Classroom (FF)	$325.08

Mathematics — MATHMS271

Learn about Analytic Geometry, Conics, Logarithms, Mensuration, Quadratics and Systems of Equations. 4 month (56 hour). Prerequisite: MATHMS171. Tuesday class is every second Tuesday.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22346	TU/TH	May2	Jul25	6:00-9:00	19	Classroom (FF)	$420.79

Mathematics 1 - General Arts And Science — MATHMA006

Focus on Operations with Numbers, Basic and Intermediate Algebra, Equations and Percents. Prerequisite: Grade 10 Math (applied or academic). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22487		May15	Aug28			Online	$293.16

Mathematics Of Finance — MATHMA381

Examine simple & compound interest, simple & general annuities, applications of annuities, amortization, capital budgeting. Intended for technology students. Access to Scientific Notebook with Windows. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21289		May15	Aug28			Online	$293.16
21539		Jun26	Oct16			Online	$293.16

Statistics — MATHMA482

Introductory statistics intended for Technology students. Focus on organizing and summarizing univariance data, probability, sampling distributions, inferences for one proportion and one mean; compare two proportions and two means; chi square analysis. The statistical package MINITAB will be used and is a mandatory component. Prerequisite: MATHMS165. Monday class is every second Monday.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22378	MO/WE	May8	Jul31	6:00-9:00	19	Classroom (FF)	$420.79

Statistics — MATHMA570

You are introduced to statistics, organization & graphing of data, measures of location & variation, probability & sampling distributions, confidence intervals, hypothesis testing, statistical process control, Chi-square distribution, regression & correlation. Software for this course will not operate on a MAC computer. DVD drive required. Prerequisite: Introductory College level math course. Students wishing MATHMA451 may take MATHMA570. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21270		May10	Aug16			Online (OL)	$432.00

Statistics II — MATH10049

Topics include: review of inferences for one simple mean and proportion, SPC, inferences on the difference of 2 means, inferences for difference of 2 proportions, Chi-square analysis (independence, goodness of fit), ANOVA, Linear and Multiple Regressions. Software for this course will not operate on a MAC computer. Students wishing MATHMA411 may take this course. Prerequisite: Statistics (MATHMA570) or Introductory Statistics course. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22573		May10	Aug16			Online (OL)	$432.00

Technical Calculus I — MATH10052

Examine basic differentiation and integration and applications. Topics include differentiation of algebraic and transcendental functions, indefinite and definite integrals and methods of integration, and applications of derivatives and integrals. Equivalent to MATH10016. Prerequisite: MATH10024 or MATHMS273. 60 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21122		May10	Aug16			Online (OL)	$455.60

Technical Calculus II — MATH10054

Examine applications of differentiation and integration in electronics. Focus on Maclaurin, Taylor and Fourier series, linear differential equations, double integrals, Laplace and Fourier transforms. Equivalent to Engineering Mathematics 3 (MATH10014). Prerequisite: Technical Calculus I (MATH10052) or Engineering Mathematics 2 (MATH10021). 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21403		May10	Aug16			Online (OL)	$367.10

Sciences

Questions?
Call: 905-575-2203
Email: ceengty@mohawkcollege.ca or zoran.pocuca@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Preparatory Chemistry (G.A.S.) — CHEMPE106

Focus on: measurement, matter, atoms and the periodic table, chemical bonding and equations, heat of reaction, acids, bases and salts, and liquids and solutions.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22344	TU/TH	May21	Jul25	6:00-9:00	19	Classroom (FF)	$420.79

Prep Science (Chemistry) — GSCIPE053

Provides the preparation necessary to enter Certificate and Diploma programs which require a current knowledge of Chemistry. This course does not require prior knowledge in Chemistry; however, it does require a consistent and continuous commitment to meet course objectives and assignment deadlines. If you have a disciplined approach, you can achieve high success. 57 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21254		May10	Aug16			Online (OL)	$437.90

Prep Science (Physics) — PHYSPE001

Provides the preparation necessary to enter Certificate and Diploma programs which require a current knowledge of Physics. This course does not require prior knowledge in Physics; however, it does require a consistent and continuous commitment to meet course objectives and assignment deadlines. If you have a disciplined approach to the course, you can achieve high success. 57 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21253		May10	Aug16			Online (OL)	$437.90

Health Sciences

CERTIFICATES AND COURSES

Read more at
ce.mohawkcollege.ca/healthsciences

Health + Care.
An exciting formula for the future.

Our exciting Health Sciences programs prepare students to contribute in one of the most important industries in Hamilton — and Canada. Courses in nursing, medical laboratory technology, medical imaging, pharmacy and many more are offered through Continuing Education. With amazing instructors and facilities, and the opportunity for hands-on experience, we ensure students graduate ready to seize the future.

Cure for your career

Hamilton Health Sciences is made up of a cancer centre and six distinct hospitals, employing nearly 10,000 people.*

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Refer to the Graduation/Convocation section for information and instructions.

Medical Clearance 129
Medical clearance is required for some clinical/field placement courses and courses with a clinical component. Refer to the Communicable Disease Screening section on page 129.

CRNE or CPRNE Exam Preparation

Call 905-540-4247 ext. 26703 or ext. 20722 or email bien@mohawkcollege.ca for information on CRNE or CPRNE Exam Preparation Courses.

*www.investinhamilton.ca/why-hamilton/top-ten-reasons/

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Medical Laboratory Technician Certificate (047)

SPECIAL JOINT MOHAWK/MICHENER INSTITUTE CERTIFICATE

Graduation Requirement: 13 courses

Offered in conjunction with The Michener Institute (Toronto) and approved by OSMT. Complete the theory portion at Mohawk College and the laboratory sessions at The Michener Institute and at Mohawk College. You must satisfy admission requirements of both institutions. Upon completion, you will be eligible to write the OSMT certification exam.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: mary.golba-bylhouwer@mohawkcollege.ca
Web: disted.mohawkcollege.ca/medlabassistant

Online Learning Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26706
Email: disted@mohawkcollege.ca

Michener Institute Contacts:

Call: 416-596-3101: Clinical (Sarah Newton) ext. 3394 or PD807 course (Madeline Ng) ext. 3308
Email: snewton@michener.ca or mng1@michener.ca

Admission Requirements

- Grade 12 English and Math & Grade 11 Chemistry or mature student status.

Program of Studies

Mandatory Courses:		Hours
MLSCMLA50	MLAR Mod 1-Introduction	27
MLSCMLA51	MLAR Mod 2-Lab Basics	21
BIOL10006	Preparatory Biology	56
MLSCMLA53	MLAR Mod 4-Bas Tech in Haematology	27
CHEMMLA54	MLAR Mod 5-Bas Tech Chem	27
MLSCMLA55	MLAR Mod 6-Bas Tech Micro	24
MLSCMLA56	MLAR Mod 7-Histo/Cyto	24
MLSCMLA61	Intro to Transfusion Medicine	24
MLSC10003	Laboratory Basics Workshop	19
MLSCMLA42	Clinical Behavioural Science	36
CLIN10034	Clinical Experience 1	96
CLIN10035	Clinical Experience 2	160

Preparatory Biology — BIOL10006(SA)

You will be provided with a basic introduction to Human Biology by examining cell structure and function as well as examining the body systems. You will also be able to understand the organization of the human body from cell to organism, identify the major components of the 11 body systems and understand the functions of the 11 body systems. For Medlab students only. 56 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21011		Apr16	Jul16			Online	$379.00

MLAR Mod 4 - Basic Techniques In Haematology — MLSCMLA53

Learn appropriate protocols at the lab assistant level for collecting and handling routine haematological specimens, preparing and staining blood films, setting up for processing of haemoglobins, and blood cell counts (using automated equipment). Focus on methodology for microhaematocrits, erythrocyte sedimentation rates and basic coagulation studies, and associated clerical duties.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21273		Apr16	Jul16			Online	$188.46

MLAR Mod 5 - Basics Techniques In Chemistry — CHEMMLA54

Study basic procedures at the lab assistant level for the collection, handling, processing and examining of specimens for chemical analysis. Examine urinalysis, blood glucose, and faecal occult blood testing techniques and relevant automation set up and maintenance, and review clerical duties

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21274		Apr16	Jul16			Online	$188.46

MLAR Mod 6 - Basic Techniques In Microbiology — MLSCMLA55

Review lab assistant procedures used in the microbiology lab such as specimen collection and handling, plating, media preparation, and routine staining. Study preparation of stains and reagents and pertinent clerical duties.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21275		Apr16	Jul16			Online	$167.52

MLAR Mod 7 Histology/Cytology — MLSCMLA56

Study the collection, handling, processing, and preparation of histological and cytological specimens at the lab assistant level. Review the care, organization and maintenance of equipment, preparation of simple solutions and reagents, routine staining of sections and smears as well as appropriate clerical duties.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21276		Apr16	Jul16			Online	$167.52

Introduction To Transfusion Medicine — MLSCMLA61

Develop a basic knowledge of blood groups and blood products, storage requirements and the effects of storage. Discuss tests routinely performed in transfusion medicine.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21277		Apr16	Jul16			Online	$167.52

Laboratory Basics Workshop — MLSC10003(SA)

Gain practical skills in basic laboratory techniques, and use of basic laboratory instrumentation. Become familiar with the use of glassware in standard and reagent preparation, use of the fumehood, safe operation of the centrifuge and Kohler Illumination.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25115	FR SA/SU	Apr26	Apr28	5:00-9:00 9:00-5:00	3	Classroom (FF)	$147.06
25116	FR SA/SU	May24	May26	5:00-9:00 9:00-5:00	3	Classroom (FF)	$147.06

Clinical Experience 2 — CLIN10035(SA)

4-week clinical placement to be taken when all courses at Mohawk College and the Michener Institute have been successfully completed.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25126	MO-FR	Apr1	Aug31	8:00-4:00	20	FieldWork	$1023.19

Bridging Program for Medical Laboratory Technology Diploma (170)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 24 courses

Are you an Internationally Educated Technologist trying to meet CSMLS refresher requirements, enter the labour market, or prepare for the CSMLS exam? Are you a Canadian MLT graduate who has been out of the workforce and wants a refresher? These courses may meet your needs. Gain clinical experience and a diploma by applying to the 9 month program.

APPLICATION DEADLINE IS April 15, 2013.

The Bridging Program also offers on line learning and hands on learning opportunities.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: mary.golba-bylhouwer@mohawkcollege.ca or maria.ieluzzi@mohawkcollege.ca
Web: ce.mohawkcollege.ca/bridgingmedlab

Ontario bridging participants assistance program funding is available for this program

Bridging Medical Laboratory Technician Assessment 1 HSCI10049
29185 SA May25 May25 9:30-2:00 1 Classroom (IH) $70.02

Program of Studies

Mandatory Courses:		Hours
SAFEMLS03	Safe Work Practices	12
MLSCMLS04	Specimen Procurement	18
MLSCMLS05	Basic Laboratory Techniques	33
INSTMLS06	Instrumentation Theory	24
INSTMLS07	Instrumentation Lab	18
MLSCMLS02	Standards of Practice	15
MLSCMLS09	Analytical Techniques 1 Theory	42
MLSCMLS10	Analytical Techniques 1 Lab	15
MLSCMLS11	Analytical Techniques 2 Theory	36
MLSCMLS12	Analytical Techniques 2 Lab	14
MLSCMLS13	Analytical Techniques 3 L&T	27
MLSCMLS14	Analytical Techniques 4 L&T	30
MLSCMLS15	Analytical Techniques 5 L&T	27
MLSCMLS17	Assessment/Interpretation of Results	60
MLSCMLS20	Case Studies, Exam Preparation	30
MLSCMLS21	Sector Specific Language & Health Culture	54
MLSCMLS22	Basic Laboratory Techniques II	30
QUALMLS18	Quality Control & Quality Management	60
MLSCMLS23	Sector Language & Culture II	30
MLSCMLS24	Sector Language & Health Culture III	30
MLSC10007	Intro to Molecular Techniques	44
CLINMLS08	Clinic Experience 1	225
CLINMLS16	Clinical Experience 2	225
CLINMLS19	Clinical Experience 3	225

Assessment and Interpretation of Results — MLSCMLS17(SA)

Develop your skills in interpreting lab data and understanding what other parameters must be examined, in order to validate lab results.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25120	Mo/We/Fr	Apr15	Jun28	9:30-12:30	18	Classroom (IH)	$405.75
25124	Mo/We/Fr	Apr15	Jun28	1:30-4:30	18	Other	$405.75

Case Studies, Exam Preparation — MLSCMLS20(SA)

Prepare yourself for the CSMLS examinations through case studies and specific exam writing workshops.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25114	MO SA	Apr15	Jun24	1:30-4:30 9:00-3:30	8	Classroom (IH)	$211.50

Clinical Experience 3 — CLINMLS19(SA)

Allows students to continue to build their laboratory skills in the clinical setting.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25113	MO-FR	Apr1	Aug31	8:00-4:30	30	FieldWork	$1373.29

Introduction to Molecular Techniques — MLSC10007(SA)

Learn about molecular techniques used in the clinical laboratory. Laboratory sessions provide an opportunity for practical applications.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25117	WE SA	Apr17	Jun28	6:30-9:30 1:30-4:30	14	Classroom (IH)	$385.20
25118	WE FR	Apr17	Jun28	1:30-4:30 6:30-9:30	14	Other	$385.20

Quality Control And Quality Management — QUALMLS18(SA)

Go beyond routine quality control. Come and explore the role of the laboratory, in the total quality management framework, for the hospital organization. Learn what role the bench tech can play in this important process. 18 hrs self study.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25122	Tu/Th/Sa	Apr16	Jun27	9:30-12:30	18	Classroom (IH)	$405.75
25123	Tu/Th/Sa	Apr16	Jun27	1:30-4:30	18	Other	$405.75

Sector Specific Language and Health Culture III — MLSCMLS24(SA)

Continue the topics introduced in MLS21 & MLS23.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25112	TU/TH	Apr16	Jun20	12:45-3:45	10	Classroom (IH)	$211.50

Quality Control and Quality Management QUALMLS18
29101 WE Apr24 Aug14 7:00-10:00 17 Classroom (OR) $531.00

Medical Laboratory Technology Courses

Suitable for technologists wishing to keep up with recent advances in the field and those preparing for advanced registration. There are also courses for technologists who would like to refresh their knowledge at the basic level or prepare for crosstraining and core lab responsibilities. Some courses may also be of interest to nurses and laboratory assistants, and other health care professionals.

Watch for new and revised courses in Fall 2013

Critical Thinking & Applied Investigation — MLSC10011

Focus on developing critical thinking skills to resolve analytical and workplace challenges in the laboratory setting. (15 hrs self directed). New Blended format.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25129	SA	Apr6	Jun29	9:30-1:00	13	Other	$405.75

Pharmacy Technician Bridging

Pharmacy Technicians who are currently in the profession (either graduates of programs prior to or without CCAPP accreditation or who have "learned on the job") who wish to pursue OCP registration must complete the four approved Pharmacy Technician Bridging courses. These courses will prepare you to meet the education requirements for registration with OCP.

Questions?
Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/pharmacytech

Online Learning Questions?
Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca

Admission Requirements

- For acceptance into the Bridging courses, you must present evidence of having successfully written the OCP certification exam or the PEBC evaluating exam prior to registration.
- Registration will be restricted for each course pending proof of certification which must be faxed to Amy Boyer, Program Manager at 905-528-7706. Please include contact information with fax and desired courses.
- You will be notified of acceptance and given directions for registration.

Prior Learning Assessment & Recognition (PLAR)

Prior Learning Assessment & Recognition (PLAR) is available to challenge any course except the mandatory Professional Practice course. The Structured Practical Training component managed by OCP follows completion of the bridging courses. For details visit ce.mohawkcollege.ca/pharmacytech

NOTE: The last offering of the Pharmacy Technician Bridging courses will be in Fall 2014. Unsuccessful students will not have an opportunity to re-take a failed course. The last opportunity to PLAR a course will be in Spring 2014. Unsuccessful students will have the opportunity to register for and complete the failed PLAR course in Fall 2014. The Bridging courses will not be available after January 1, 2015.

Management of Drug Distribution Technician Systems Pharmacy — HSCI10140(SA)

Enhance your skills in drug distribution management and safe product release, in preparation for regulation as a Pharmacy Techncian. Focus on knowledge and practical skills required for pharmacy practice in community and hospital settings.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25103	TU	Apr9	Jun25	6:30-9:30	13	Classroom (IH)	$294.95
21361		May10	Aug16			Online (OL)	$325.22

Pharmacology - Pharmacy Technician Bridging — HSCI10137(SA)

Further develop your competence and confidence in contributing to safe patient care, with a practical applied approach to pharmacology. Focus on pharmacological uses of drugs within a variety of common medical conditions. 33 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21070		May10	Aug16			Online (OL)	$283.34

Product Preparation Pharmacy Technician Bridging — HSCI10139(SA)

Learn theoretical knowledge and practical skills for safe and accurate preparation of sterile and non-sterile pharmaceutical products. Examples of non-sterile product preparation include compounding practices and dosage forms and examples of sterile product preparation include infection control and aseptic technique. Best practices for the preparation of TPN and antineoplastics will be examined. 33 hours.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21026		May10	Aug16			Online (OL)	$283.34

Professional Practice for Pharmacy Technician Bridging — HSCI10136(SA)

You will be prepared for entry to practice in five main areas of focus: legal requirements, scope of practice, ethical principles, professionalism and communication skills. In class start date is subject to change.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25102	WE	Apr3	Jul10	6:30-9:30	15	Classroom (IH)	$337.25
21068		May10	Aug16			Online (OL)	$367.10

GERONTOLOGY

Dementia Studies - Multidiscipline Certificate (142)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/dementiastudies

Admission Requirements

Completion of a Diploma or Degree in Health Sciences or Human Services, or a Diploma or Degree approved by the Program Manager. Proof of credentials to be faxed to 905-528-7706.

Program of Studies

- Courses are integrated with the Working With Dementia Clients - Multidiscipline Certificate program. Refer to the website.

Mandatory Courses:		Hours
COMMDEM01	Overview of Dementia Care	24
COMMDEM02	Communication Interpersonal Skills	24
COMMDEM03	Caregiving Skills	24
LAWSDEM04	Ethics and Legalities 1	24
HSCIDEM06	Evaluation & Program Planning	45
HSCIDEM07	Research & Development Dementia Care	24
CLINDEM08	Dementia Clinical Placement	90
Options - Choose 1:		
PSYSS271	Developmental Psychology	45
SSCISS108	Sociology 1	42

Contact us for Clinical information.

Dementia Clinical/Placement — CLINDEM08

Gain clinical experience

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25105		Apr8				FieldWork	$494.40

Working with Dementia Clients - Multidiscipline Certificate (138)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 6 courses

Develop the knowledge and skills to work with clients who have dementia, with emphasis on a holistic approach to care.

Questions?

Call: 905-540-4247 ext. 26703 or 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/dementiastudies

Admission Requirements

- Completion of an approved certificate program in health or human services or approval from Program Manager.
- Proof of certification must be faxed to Program Manager: 905-528-7706.

Program of Studies

Mandatory Courses:		Hours
HSCIDEM01	Overview of Dementia Care	24
COMMDEM02	Communication & Interpersonal Skills in Dementia	24
HMNSDEM03	Caregiving Skills	24
LAWSDEM04	Ethics and Legalities1	24
CLINDEM05	Clinical Field Placement with Clients	60
Options - Choose 1:		
PSYCSS271	Developmental Psychology	45
SSCISS108	Sociology 1	42
HSCI10095	Overview of Palliative Care for PSWs	30
COMMLL041	Communications (Lang)	45

NOTE: See PSW Program for NEW GPA workshop.

Contact the Program Manager for Clinical information.

Clinical Field Placement With Clients — CLINDEM05

Apply the skills learned in Dementia theory courses in a clinical setting.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25104		Apr8				FieldWork	$405.75

Gerontology - Multidiscipline Certificate (037)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 10 courses

Benefit from formal studies in aging.

Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca or amy.boyer@mohawkcollege.ca
Web: disted.mohawkcollege.ca/gerontology

Admission Requirements

- Diploma or degree in Health Sciences or Human Services (e.g. RN, RPN with Diploma, Recreation, Social Worker, etc.).

Program of Studies

- Courses are integrated with the Working with the Aged - Multidiscipline Certificate.

Mandatory Courses:		Hours
HSCIGER10	Intro to the Study of Aging	30
HSCIGER20	Physiology of Aging	30
HSCIGER30	Assessment and Planning	30
HSCIGER41	Mental Health Aspects of Aging	30
LAWSGER51	Legal & Ethical Issues Related to Aging	30
HMNSGER60	Individual Study	45
WORKGER71	Community-based Field Exp	30
WORKGER81	Institutional-based Field Exp	30
Options - Choose 2:		
COMMLL041	Communications	45
PSYCSS271	Developmental Psychology	45
SSCISS108	Sociology	42
HSCIDEM06	Evaluation Pgm Plg - Dementia	45
HSCIGER05	Restorative Care	30

Working with the Aged - Multidiscipline Certificate (019)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses
Explore formal studies in aging.

Questions?
Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca or amy.boyer@mohawkcollege.ca
Web: disted.mohawkcollege.ca/gerontology

Admission Requirements
- Completion of an approved certificate program in Health Sciences or Human Services, (e.g. RPN-Personal Support Worker, OTA/PTA)

Program of Studies
- Courses are integrated with the Gerontology -Multidiscipline Certificate.

Mandatory Courses:		Hours
HSCIGER10	Intro to the Study of Aging	30
HSCIGER20	Physiology of Aging	30
HSCIGER30	Assessment and Planning	30
HSCIGER41	Mental Health Aspects of Aging	30
LAWSGER51	Legal & Ethical Issues Related to Aging	30
WORKGER71	Community-based Field Exp	30
WORKGER81	Institutional-based Field Exp	30
Options - Choose 1:		
COMMLL041	Communications	45
PSYCSS271	Developmental Psychology	45
SSCISS108	Sociology	42
HSCIGER05	Restorative Care	30

An Introduction To The Study Of Aging — HSCIGER10(SA)

Focus on the study of aging. Examine the biological, psychological, social and spiritual aspects of aging.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21427		May10	Aug16			Online (OL)	$262.40

Physiology Of Aging — HSCIGER20

The physiology of human growth, development and aging is examined with special reference to the influence of diet, environment, exercise and disease on the normal processes. Prerequisite: HSCIGER10.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22529		May10	Aug16			Online (OL)	$262.40

Individual Study — HMNSGER60

Here's your opportunity to pursue a particular topic in depth through independent research and/or extensive reading. Prerequisites: HSCIGER10, 20, 30, 41 and LAWSGER51.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22531		May10	Aug16			Online (OL)	$367.10

Community-Based Field Experience — WORKGER71(SA)

Integrate gerontology theory and practice in this community-based placement. Benefit from the guidance of experienced gerontology professionals. Arrange placement details with the Program Manager. Prerequisites: An Introduction To The Study of Aging (HSCIGER10), Physiology Of Aging (HSCIGER20) and Assessment And Planning (HSCIGER30).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21305		May10	Aug16			Online (OL)	$159.15

Institutional-Based Field Experience — WORKGER81(SA)

Gain practical experience in an institutional setting and benefit from the guidance of gerontology professionals. Arrange placement details with the Program Manager. Prerequisites: An Introduction To The Study of Aging (HSCIGER10), Physiology Of Aging (HSCIGER20) and Assessment And Planning (HSCIGER30), Mental Health Aspects of Aging (HSCIGER41), Legal And Ethical Issues Related to Aging (LAWSGER51) and Individual Study (HMNSGER60).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21304		May10	Aug16			Online (OL)	$159.15

Gerontology Courses

Restorative Care — HSCIGER05

Learn to improve the functioning of residents in long-term care facilities, with emphasis on the principles of restorative care, assessment tools, mobility and ambulation dining, normalization activities, and record-keeping and evaluation. Applicants must be graduates of a certificate program in Health Sciences or Human Services..

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25106	WE	Apr17	Jun19	6:30-9:30	10	Classroom (IH)	$221.50

NURSING

Bridging for Internationally Educated Nurses Certificate (189)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 9 courses
Are you an internationally educated nurse wishing to enter the nursing profession in Ontario? Develop the theory and clinical experience necessary to meet the practice requirements of the College of Nurses of Ontario (CNO). Based upon your Assessment Letter from the CNO, you will be given an individualized program of study designed to meet your learning needs.

Questions?
Call: 905-540-4247 ext. 26703 or ext. 20722
Email: bien@mohawkcollege.ca
Web: ce.mohawkcollege.ca/bien.

NEW! Ontario Bridging Participants Assistance Program

Accepted BIEN students may be eligible to receive up to $5000 in bursary funding towards tuition, books or equipment. OBPAP application forms are available from the Registration Office, IAHS Campus.

Admission Requirements
1. Assessment Letter from the College of Nurses.
2. You must have practiced as a nurse within the last 10 years.
3. All applicants for whom English is a second language must attend a Canadian English Language Benchmark Assessment and achieve a benchmark of 7, (I-CELBAN assessments will be individually booked post admission). Contact Applied Communication Centre for details at 905-575-1212 ext. 3569
4. Proof of Canadian citizenship, permanent residency OR authorized under the Immigration and Refugee Protection Act (Canada).
5. You must be able to use a computer to produce a basic WORD document, use e-mail, and the internet. Please refer to computer courses COMPCO296 or INFOBW001 in this catalogue.

How do I apply?
Forward a cover letter along with:
1. Assessment Letter from CNO.
2. Resume outlining your nursing practice.
3. Provide Canadian Language Benchmark results (CLB) OR Canadian Language Benchmark Assessment for Nurses (I-CELBAN).
4. Proof of Citizenship or immigration status.

Forward your documents by fax, email or mail to:
Mohawk College,Institute for Applied Health Sciences
BIEN Program, Room 185
1400 Main St. West, Hamilton, ON, L8S 1C7
FAX: 905-528-7706
Email: bien@mohawkcollege.ca

Program of Studies

- Your program of study, based upon your Assessment Letter from the CNO, will be sent to you before the start of the semester.
- Refer to your program of study for prerequisites and co-requisites.
- You MUST complete all courses in your program before attending clinical experience. Clinical experiences take place between April and August each year and are scheduled taking into consideration your individual learning needs and the availability of clinical sites.
- You require medical clearance, mask fit testing, Police check and BCLS before your clinical experience.

Mandatory Courses:		Hours
COMM10099	Therapeutic Relationships	60
NRSG10016	Nursing Informatics	42
NRSG10018	Professional Issues	76
NRSG10019	Nursing Theory 1	84
NRSG10027	Admin of Medication-Nurses	62
NRSG10028	Clinical Skills Review	56
NRSGHZ215	Assessment skills for Reg Nurses	59
CLIN10027	Clinical Experience 1	200-400
CLIN10028	Clinical Experience 2	200-300

Some students may be required to complete NRSG10020 Nursing Theory 2 at the discretion of the Ontario College of Nurses.

Administration of Medications and Assessment Skills - see Nursing Courses/Workshops.

Clinical Experience 1 (200 hrs) CLIN10027(SA)

Benefit from 200 hours of hands-on practice in different supervised acute care clinical sites. Prior to attendance, you must have completed all program courses and required Medical clearance, mask fit testing and BCLS.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25078		Apr8				FieldWork	$1293.05
25093		May6				FieldWork	$1293.05
25079		May27				FieldWork	$1293.05
25087		Jun10				FieldWork	$1293.05
25088		Jul2				FieldWork	$1293.05

Clinical Experience 1 (300 hrs) CLIN10049(SA)

Receive 300 hours of hands on practice in this supervised clinical experience in one or more affiliated acute care clinical sites.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25089		Jun10				FieldWork	$1863.05

Clinical Experience 1 (400 hrs) CLIN10032(SA)

Receive 400 hours of hands on practice in this supervised clinical experience in one or more affiliated acute care clinical sites.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25090		Apr8				FieldWork	$2453.05

Clinical Experience 2 (BIEN) CLIN10028(SA)

Gain an additional 200 hours of hands-on practice in different preceptored acute or continuing care clinical sites. Prior to attendance, you MUST have completed all program courses and required medical clearance, mask fit testing and BCLS.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25091		Jun6				FieldWork	$495.50

Clinical Skills Review NRSG10028(SA)

Demonstrate proficiency in nursing skills following CNO's standards of practice in a simulated laboratory setting. Prerequisite: NRSG10016, NRSG10018. BRING A STETHOSCOPE to all classes. CRN 25077 Saturdays 4 in class sessions April 6, 27, May 25, and June 8; remainder online. NOTE: For online class (25077) student's MUST purchase course materials & logon to eLearn on April 6. CRN 25076, Tuesdays 12 in class sessions.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25076	TU	Apr2	Jun18	5:00-9:00	12	Classroom (IH)	$382.15
25077	SA	Apr6	Jun8	9:00-4:00	4	Blended (IH)	$382.15

Nursing Informatics NRSG10016(SA)

Learn to use common clinical information systems (e.g. Meditech) and research information using various online e-health resources such as Telehealth. Course consists of online learning and 3 full days of laboratory sessions. Evaluation includes skills assessment, group and individual projects, presentation and reports. Lab dates are: April 20, May 11 and June 8.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25069	SA	Apr20	Jun8	9:00-4:00	3	Blended (IH)	$296.10

Nursing Theory 1 NRSG10019(SA)

Update nursing management skills for acute and chronically ill adults. Focus on nursing assessment, diagnosis, intervention implementation and evaluation using evidence-based practice. CRN 25070, 7 in class sessions; April 11, 25, May 9, 23, June 6, 20 & 24; remainder online. Available via video in Brampton and St. Catharines. CRN 25071 held in Halton Multicultural Centre, Oakville, April 10, 25, May 8, 22, June 5, 19 & 24. * MUST log on ONE WEEK BEFORE START.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25071	WE	Apr10	Jun24	9:00-4:00	7	Blended (OR)	$547.35
25070	TH	Apr11	Jun24	9:00-4:00	7	Blended (IH)	$547.35

Professional Issues NRSG10018(SA)

Analyze health care trends, ethical/legal issues, standards of professional practice, cultural aspects and multidisciplinary practice. CRN 25061 Four in class sessions April 6, 20, May 11 & 25; remainder online. Available via video in Brampton and St. Catharines. CRN 25062 at Halton Multicutural Centre, Oakville. Four in class sessions April 13, 27, May 18 and June 1; remainder online. *NOTE:MUST log on ONE WEEK BEFORE START. Must have Text and access codes for first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25061	SA	Apr6	May25	9:00-4:00	4	Blended (IH)	$500.15
25062	SA	Apr13	Jun1	9:00-4:00	4	Blended (OR)	$500.15

Therapeutic Relationships COMM10099(SA)

Enhance your communication skills for clinical nursing. Learn documentation, reporting, taking phone orders, therapeutic communication, explaining procedures and presenting values and measurements. In class sessions will be April 26, May 10, 24, June 7, 21 and 28; remainder online. All required Text and access codes must be brought to first class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25068	FR	Apr26	Jun28	10:00-4:00	6	Blended (IH)	$405.75

Nursing Courses

Interested in IV Therapy course - Please call (905) 540-4247, ext. 26703

For information regarding Enhanced RN/ RPN Exam Preparation Courses designed for those who have made at least one attempt on the registration exam call 905-540-4247 ext. 26703.

Administration of Medication for Nurses NRSG10027

Based on current practice standards from CNO, nurses will discuss accountability, professional responsibilities and competency requirements for administering medication. NOTE: Students must register and purchase access code "Calculating with Confidence" one week prior start date. Weeks 2 and 3 are online using access codes.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25119	MO	Apr15	Jun24	5:00-9:00	11	Classroom (IH)	$417.55
29099	MO	Apr15	Jun24	5:00-9:00	11	Classroom (IH)	$417.55

Advanced Footcare for RNs and RPNs NRSG10059

Assessment and nursing care of high risk feet, pathological conditions and infection control are discussed. Padding and strapping are practised. Must have completed Basic Footcare course from a community college within the past 2 years. Dates: Thurs. May 30, Saturday June 1, 8, and Sunday June 9.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25056	TH SA/SU	May30	Jun10	6:30-9:30 9:00-4:00	4	Classroom (IH)	$269.46

Basic Blood Collection MLSCML123
29100 WE Apr17 Jun1 7:00-10:00 14 Blended (IH) $225.24
SA 9:00-1:00

Assessment Skills For Nurses NRSGHZ215

Improve your knowledge and technical skills in basic physical assessment, history taking and documentation. You MUST BRING YOUR OWN STETHOSCOPE. CRN 25065-10 in class sessions 4:30 to 9:30 pm., BIEN students only. CRN 25066 2 in class sessions Sunday April 7 and June 9. CRN 25067 Wednesdays 12 in class sessions, 5 - 9 p.m. refresher students.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25066	SU	Apr7	Apr7	10:00-2:00	2	Blended (IH)	$399.85
25065	MO	Apr8	Jun3	4:30-9:30	10	Classroom (IH)	$399.85
25067	WE	Apr10	Jun26	5:00-9:00	12	Classroom (IH)	$399.85

Basic Footcare for RNs and RPNs NRSGHZPAE

Focus on basic principles and skills in foot care. Please purchase and complete the independent learning module at least 4 weeks before workshop date. Do NOT cut toenails prior to the workshop. Must bring proof of CNO Registration to the workshop. NOTE: No refunds for withdrawals 3 weeks prior to beginning of course. Dates: Thurs. May 9, Sat May 11, 2013.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25026	TH	May9	May11	6:30-9:30	2	Classroom (IH)	$91.65
	SA			9:00-4:00			

Cardiovascular Assessment Skills HSCIHZ021

Designed for nurses who wish to enhance their cardiovascular assessment skills. A review of key concepts and a laboratory session using simulated patients is included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25063	TH	May2	May2	9:00-4:00	1	Classroom (IH)	$157.98

Enhanced Practical Nursing Examination Preparation NRSG10048

Benefit from interactive tutorial sessions designed for those who have already attempted the CPNRE. You must purchase Evolve - Complete PN Online Case Studies at the McMaster Bookstore and bring your CPRNE results.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25072	MO-WE	Apr22	Apr24	9:00-4:00	3	Blended (IH)	$270.26

Footcare Field Practicum CLIN10058

Observe and implement foot care within scope of practice supervised by an experienced foot care nurse in a 7 hour clinical experience. NOTE: Proof of completion of a Vulnerable Sector Police Check, 2 step Mantoux test and influenza vaccination must be submitted at least one week prior to field experience to IAHS, Room 185. Fax: (905) 528-7706.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25027	TH	Jul11	Jul11	8:30-4:30	1	Other	$156.06

The Management Of Wounds HSCIHS127

Enhance theoretical knowledge and practical skills in caring for complex wounds, including leg ulcers. Equivalent to L1-Canadian Assoc. of Wound Care series. Bring texts (available in McMaster Hospital, Room 1G) to first class. Classes held on alternate Saturdays. Dates: May 11, 25, Jun 8, 22, Jul 6. You are required to log on to eLearn one week prior to first class. Course manual available online on specific course page in eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25025	SA	May11	Jul6	9:00-4:00	5	Classroom (IH)	$211.50

Registered Practical Nursing Exam Preparation HSCI10040

Prepare to write the College of Nurses Registration exams. Review content, discuss study and test taking strategies and answer practice tests.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25075	SA/SU	Apr20	Apr21	9:00-4:00	2	Classroom (IH)	$277.44
25128	MO/TU	Apr22	Apr23	9:00-4:00	2	Classroom (IH)	$277.44
25074	MO/TU	Apr29	Apr30	9:00-4:00	2	Classroom (IH)	$277.44

Respiratory Assessment Skills HSCIHZ022

Designed for nurses who wish to enhance their respiratory assessment skills. Review of key assessment concepts and a laboratory session using simulated patients is included.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25064	WE	May1	May1	9:00-4:00	1	Classroom (IH)	$157.98

Oncology Nursing Certificate (883)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 7 courses

Gain advanced knowledge and nursing skills for caring for patients and families living with cancer. RNs can use this program of study as preparation for the CNA oncology certification exam.

Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca or amy.boyer@mohawkcollege.ca
Web: disted.mohawkcollege.ca/oncologynursing

Admission Requirements

- You must submit proof of current College of Nurses registration - CNO "Find a Nurse" document to the Program Manager for course approval. Please fax to 905-528-7706 including the name of the program along with your e-mail address.
- A completed clinical immunization record is required before clinical experiences.

Program of Studies

Mandatory Courses:		Hours
NRSGNSCC1	Introduction to Oncology Nursing	30
HSCINSCC2	Communication & Psychosocial Issues in Oncology Nursing	36
HSCINSCC3	Major Malignancies I	39
HSCINSCC4	Major Malignancies II	39
HSCINSCC5	Symptom Control & Management	39
CLINNSCC6	Oncology Clinical Experience	48
NRSGHZ215	Nursing Assessment Skills	52

The assessment skills course can be taken concurrently with the Oncology courses, but must be completed before enrolment in the Oncology Clinical Experience course and within 5 years of beginning the program.

Introduction To Oncology Nursing NRSGNSCC1

Explore Oncology Nursing. Topics include pathophysiology, epidemiology, prevention, screening and detection, treatment modalities and clinical trials. Prerequisite: Certification of registration from CNO as RN or RPN.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21280		Apr18	Jun20			Online	$209.40

Communications and Psychosocial Issues in Oncology HSCINSCC2

Consider various issues faced by patients and families living with cancer. Examine communication skills, developmental issues, the impact of cancer on families, grief and bereavement and survivorship issues. .Prerequisite: Introduction to Oncology Nursing (NRSGNSCC1).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21281		Apr18	Jul4			Online	$251.28

Major Malignancies I HSCINSCC3

Examine the disease processes of various cancers and the nurse's role in treatment, prevention and detection. Topics include gynecological, stomach, liver, pancreatic, colorectal, bladder, prostate and testicular cancers. Prerequisite: Introduction to Oncology Nursing (NRSGNSCC1).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21059		Apr18	Jul11			Online	$272.22

Major Malignancies II — HSCINSCC4

Examine the disease processes of cancer and the nurse's role in treatment, prevention and detection. Focus on cancers of the head and neck, the brain and central nervous system; skin cancer and melanomas; multiple myelomas; adult leukemia; and Hodgkin and non-Hodgkin lymphomas. Prerequisite: Major Malignancies I (HSCINSCC3).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21282		Apr18	Jul11			Online	$272.22

Symptom Control And Management — HSCINSCC5

You will focus on symptom control and management issues encountered in oncology nursing with emphasis on fatigue, pain control and nutrition. Oncology emergencies and alternative/complimentary techniques will be discussed. Prerequisite: Introduction to Oncology Nursing (NRSGNSCC1).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21075		Apr18	Jul11			Online	$272.22

Oncology Clinical Experience — CLINNSCC6

An opportunity to integrate the knowledge and skills learned in the previous theory modules in a clinical setting. This clinical experience is 48 hours in length. Hospital and/or community settings may be selected. Date, time and clinical site(s) must be arranged with the Program Manager.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21315		Apr18	Jul4			Online	$331.80

Perioperative Nursing Certificate (943)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Develop the specialized perioperative nursing skills to function effectively in the Operating Room Suite in accordance with the standards of periOperative Nursing Association of Canada.

Offered in new blended format combining in classroom and online formats.

Application/Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: cehealth@mohawkcollege.ca
or goran.popovic@mohawkcollege.ca
Web: ce.mohawkcollege.ca/rn-operatingroom

Admission Requirements

- Current registration as a RN with the College of Nurses of Ontario, Mask Fit Testing and medical clearance.
- You must apply and be accepted into the RN/RPN Perioperative Program.

Program of Studies

Mandatory Courses:		Hours
NRSG10058	RN/RPN Intro to Operating Room Nursing	48
HSCI10156	OR Lab Experience A	45
HSCI10158	OR Lab Experience B	40
HSCI10159	OR Lab Experience C	8
NRSG10032	OR Principles and Practices 1 Theory	38
NRSG10033	OR Principles and Practices 2 Theory	40
HSCINSC87	Anaesthesia/Assessment/Critical Care	42
CLIN10060	RN-Operating Room Clinical	150

Operating Room Principles & Practices 1 Theory — NRSG10032

This course addresses surgical terminology, related anatomy and specialty equipment for General Surgery, Minimal Invasive Surgery, Obstetrics/Gynaecology and Genitourinary.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25097	WE	Apr3	Jun12	6:00-10:00	9	Classroom (IH)	$267.90

OR Laboratory Experience B — HSCI10158

In an operating room environment, students will continue to practice their skills for scrub nurse and circulating nurse.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25098	TU/SA	Apr2	May23	7:30-3:30	5	Other	$282.00

O.R. Laboratory Experience C — HSCI10159

Student will continue to practise skills for the scrub nurse and circulating nurse role in a minimal invasive surgery environment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25096	TU	May21	May21	2:00-10:00	1	Other	$370.38

R.N. Operating Room Clinical — CLIN10060

Apply perioperative nursing theory and skills in a full-time preceptored Operating Room Suite.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25099		Apr1				FieldWork	$570.00

Registered Nurse - Critical Care Nursing Certificate (871)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 10 courses

Obtain knowledge and skills necessary to work in Critical Care areas. Part-time certificate, intended for nurses currently working in a critical care setting, or those who want to prepare for critical care nursing.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/criticalcarenursing

Online Learning Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca or amy.boyer@mohawkcollege.ca

Admission Requirements

- Completion of corresponding theory course required prior to clinical course registration.
- Evidence of registration with the College of Nurses, "Find a Nurse" document faxed to the Program Manager. FAX: 905-528-7706. Please include the name of program and your e-mail address with fax.

Program of Studies

Mandatory Courses:		Hours
NRSG10036	Introductory Module 1	30
NRSG10001	Critical Care Module 2-Respiratory	33
NRSG10002	Critical Care Module 3-Cardiovascular	45
NRSG10035	Special Needs Population in Critical Care Module 4	30
NRSG10003	Critical Care Module 5 Neuroscience	36
NRSG10004	Critical Care Module 6 Gastrointestinal	39
CLIN10004	Critical Care Module 2 (Respiratory) Clinical	28
CLIN10005	Critical Care Module 3 (Cardiovascular) Clinical	24
CLIN10006	Critical Care Module 5 (Neuroscience) Clinical	24
CLIN10007	Critical Care Module 6 (GI/GU) Clinical	8

To arrange clinical placement or to inquire about Prior Learning Assessment, contact the Program Manager at 905-540-4247 ext. 26708. Clinical courses available on elearn.

Prior Learning Assessment & Recognition (PLAR)

You may qualify for credit for skills and knowledge acquired in other courses or through work experience. Contact Amy Boyer, Program Manager, at 905-540-4247 ext. 26708

Introductory Module 1 — NRSG10036(SA)

Develop prerequisite skills for acquiring knowledge related to critical care issues from biologic, behaviour, social and nursing domains. A prerequisite/corequisite course for other critical care modules.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21239		Apr16	Jul16			Online	$209.40
21346		May9	Aug8			Online	$209.40

Critical Care Module 2 - Respiratory NRSG10001(SA)

Learn to assess, plan, implement and evaluate nursing care in critical care settings for patients with respiratory difficulty, using enhanced knowledge of pathopsychological processes. Prerequisite: Introductory Module 1(NRSG10036).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21004		Apr16	Jul16			Online	$230.34

Critical Care Module 3 Cardiovascular Nursing NRSG10002(SA)

Develop specialized knowledge and skill in implementing nursing care in a critical care setting for patients with cardiovascular problems. If you are unfamiliar with the complexity of ECG Interpretation, it is suggested that you register in the Arrhythmia Interpretation course. Prerequisite: Introductory Module 1(NRSG10036).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21005		Apr16	Jul16			Online	$314.10

Special Needs Population in Critical Care Module 4 NRSG10035(SA)

Learn to understand and support special needs populations (e.g. pediatric, geriatric, psychiatric and transplant) in the critical care setting. Develop skill in critically appraising research that supports nursing practice. Prerequisite: Introductory Module 1(NRSG10036).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21240		Apr16	Jul16			Online	$209.40

Critical Care Module 5 Neurosciences NRSG10003(SA)

Examine the major neuromuscular problems that result in admission to a critical care setting and implementation of nursing processes for them. Prerequisite: Introductory Module 1(NRSG10036).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21003		Apr16	Jul16			Online	$251.28

Critical Care 6 Gastrointestinal and Genitourinary NRSG10004(SA)

Learn to care for patients with gastrointestinal and urinary problems requiring critical care including fluid and electrolyte balance. Prerequisite: Introductory Module 1 (NRSG10036).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21006		Apr16	Jul16			Online	$272.22

Critical Care Module 2 (Respiratory) - Clinical CLIN10004

Use the knowledge and skills learned in the Respiratory module in this 28 hour preceptored Clinical Placement. The preceptor retains responsibility for care of the patient.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25057		Apr8				FieldWork	$197.40

Critical Care Module 3 (Cardiovascular) - Clinical CLIN10005

Integrate knowledge and skills learned in the Cardiovascular module in this 24 hour preceptored Clinical Placement. The preceptor retains responsibility for care of the patient.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25058		Apr9				FieldWork	$169.20

Critical Care Module 5 (Neurosciences) - Clinical CLIN10006

Apply knowledge and skills learned in the Neurosciences module in this 24 hour preceptored Clinical Placement. The preceptor retains responsibility for care of the patient.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25059		Apr10				FieldWork	$169.20

Critical Care Module 6 (GI/GU) - Clinical CLIN10007

Use knowledge and skills learned in the GI/GU module in this 8 hour preceptored Clinical Placement. The preceptor retains responsibility for care of the patient.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25060		Apr11				FieldWork	$56.40

Registered Nurse - First Assistant Certificate (921)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 5 courses

Program is comprised of independent study part time on line, a full time didactic component and a clinical internship. The didactic/Laboratory Practice component will be held in Hamilton. Accommodations will be your responsibility.

Application/Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: cehealth@mohawkcollege.ca
Web: ce.mohawkcollege.ca/rnfa

Admission Requirements

- Student Application Form and interview with the Program Manager

Program of Studies

Mandatory Courses:		Hours
NRSG10039	RNFA Theory 1	39
NRSG10040	RNFA Theory 2	39
NRSG10041	RNFA Laboratory Experience	60
CLIN10046	RNFA Independent Internship	50
CLIN10042	RNFA Surgeon Mentored Intern	175

RNFA Surgeon Mentored Internship CLIN10042

Course involves 175 surgical assisting hours with a surgeon mentored practice for perioperative nurses in the first assistant role. Students will be required to keep a log of surgeries that they have assisted with and clinical opportunities they have experienced. Progress will be monitored.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25127		Apr1				FieldWork	$570.25

Registered Nurse - Nephrology Nursing Certificate (124)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Enhance your knowledge and skills in caring for patients with renal disease and their families.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/nephrologynursing

The Nephrology Program has been temporarily suspended.

Registered Nurse - Occupational Health Nursing Certificate (875)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca or theresa.markus@mohawkcollege.ca
Web: disted.mohawkcollege.ca/occupationalhealthnursing

Admission Requirements

- To be eligible for this certificate you must have a Certificate of Registration from the College of Nurses of Ontario as an RN or registered in any Canadian jurisdiction where you live.
- Prior approval for this certificate is necessary. Please mail a copy of your current registration to
  Distance Education, Mohawk College,
  P.O. Box 2034, Hamilton, Ontario L8N 3T2
  or fax to 905-575-2381.

Program of Studies

- Occupational Health Nursing Module 1 (NRSGOHN01) is a prerequisite for most subsequent courses unless prior approval from the Program Manager is given.

Mandatory Courses:		Hours
NRSGOHN01	Occupational Health Nursing - Module 1	42
HSCIOHN02	Occupational Health & Health Surveillance - Module 2	42
HSCIOHN03	Health and Safety Legislation for OHNs - Module 3	42
HSCIOHN04	Health and Safety Management for OHNs - Module 4	42
WORKOHN05	Occupational Health Nursing Project - Module 5	42
MGMT10020	Ergonomics and Disability	42
HLTH10030	Health in the Workplace	42
NRSGHZ215	Assessment Skills for Registered Nurses	42

Occupational Health Nursing - Module 1 — NRSGOHN01

Introduces the practice of occupational health nursing, ethical, professional and legal issues and guidelines which form the basis of occupational health nursing practice. Acquire basic skills in the identification of health and safety hazards in the workplace as well as activities which promote employee health and safety.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22744		May10	Aug16			Online (OL)	$346.16

Occupational Health & Surveillance - Module 2 — HSCIOHN02

Understand the health effects of common hazardous chemical and physical agents in the workplace as well as the related health assessments, diagnoses, nursing interventions and medical surveillance. Develop an understanding of principles of occupational hygiene and exposure monitoring and sampling techniques. Prerequisite: NRSGOHN01. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22745		May10	Aug16			Online (OL)	$346.16

Occupational Health Nursing Project — WORKOHN05

Apply the content of prior occupational health nursing courses in the development of a relevant project. Submit a written report on an activity or function which requires research, development, training education, revision or improvement in the field of occupational health nursing. Prerequisite: Completion of at least three OHN Certificate courses.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22746		May10	Aug16			Online (OL)	$346.16

Ergonomics and Disability Management for Occupational Health Nursing — MGMT10020

Acquire an understanding of biomechanical & ergonomic principles & relate these to pathophysiology of work-related musculoskeletal disorders. Perform physical demands analyses, identify ergonomic risk factors & recommend workstation and/or task modification to prevent work-related injuries. Identify barriers to return to work and design an effective disability management program. Recommended Prerequisite: NRSGOHN01

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22747		May10	Aug16			Online (OL)	$346.16

Health Assessment — HSCI10151

Develop skill in conducting a complete physical examination and health assessment for adults facing health challenges and life transitions. Focus on history taking, examination skills, health promotion techniques and clinical decision making. Final project requires a video to be submitted by WebCast, YouTube or DVD. Equivalent to Assessment Skills for Nurses (NRSGHZ215).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21124		May10	Aug16			Online (OL)	$383.16

Registered Nurse - Perinatal Nursing Certificate High Risk Obstetrics (877) or Neonatal (876)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 7 courses for Neonatal

Graduation Requirement: 7 courses for High Risk Obstetrices.

Expand your knowledge and skills in Perinatal Nursing with an in depth study of obstetrical/neonatal nursing of mother, fetus/newborn and family from conception to six weeks postpartum. There is a strong emphasis on physiology, evidenced-based practice, research and nursing management. The Perinatal High Risk Obstetrical Certificate Program prepares RNs for the Canadian Nurses Association Perinatal Nursing Certification examination.

Course manuals are online in eLearn in specific course home page. Please download and bring to first class.

Questions?

Call: 905-540-4247 ext. 26709 or ext. 26703 or ext. 20722
Email: donna.dunlop@mohawkcollege.ca
Web: ce.mohawkcollege.ca/perinatalnursing

Admission Requirements

- Proof of current registration with the College of Nurses of Ontario as a Registered Nurse must be faxed to the Program Manager at 905-528-7706.
- NOTE: After first course success, succeeding course registration is only by fax or in person due to compulsory course prerequisites.

Perinatal Nursing Certificate Clinical Course Information

Prior to clinical experience you are required to take Neonatal Resuscitation or apply for a course exemption if in possession of a current agency NRP Certification. Clinical courses may only be taken in the Spring/Summer semester.

Prior Learning Assessment & Recognition (PLAR)

- NRSG10055 - Intro to Perinatal Nursing 1
- NRSG10056 - Intro to Perinatal Nursing 2

Challenge exams are available for Introduction to Perinatal Nursing 1 & 2 for nurses (RNs & RPNs) with appropriate knowledge, skills & clinical experience. Call 905-540-4247 ext. 26703 or 20722 for registration information package for the 3 hour exam. Call the Program Manager at 905-540-4247 ext. 26709 for prerequisite assessment.

Program of Studies - High Risk Obstetrics

Mandatory Courses:		Hours
NRSG10055	Introduction to Perinatal Nursing I	32.5
NRSG10056	Introduction to Perinatal Nursing 2	32.5
HSCI10163	NRP-Neonatal Resuscitation Certificate	10
NRSG10049	Obstetrical Nursing 1 (Adv)	30
NRSG10051	Obstetrical Nursing 2 (Adv)	36
CLIN10002	Obstetrical Nursing 1 Clinical Experience	72
CLIN10003	Obstetrical Nursing 2 Clinical Experience	72

Program of Studies - Neonatal

Mandatory Courses:		Hours
NRSG10055	Introduction to Perinatal Nursing I	32.5
NRSG10056	Introduction to Perinatal Nursing 2	32.5
HSCI10163	NRP Neonatal Resuscitation Certification	10
NRSG10045	Neonatal Nursing I (Adv)	30
NRSG10043	Neonatal Nursing 2 (Adv)	36
CLINNSCF2	Advanced Neonatal Nursing 1 Clinical	72
CLINNSCF4	Advanced Neonatal Nursing 2 Clinical	72

Neonatal Nursing 2 - Advanced — NRSG10043(SA)

Examine the assessment and care of critically ill and/or very premature neonates. Topics include cardiac problems, congenital anomalies, acid-base balance, neurological concerns, respiratory problems, assisted ventilation, and parenting in the NICU. Classes May 8, 15, June 5, Jun 13, June 26 NOTE: June 13 class only is THURSDAY, (Prerequisites: NRSG 10055, 10056 & 10045)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25055	WE	May8	Jun26	9:00-4:00	5	Classroom (IH)	$530.89

Advanced Neonatal Nursing 1 - Clinical Experience — CLINNSCF2

Integrate the knowledge and skills learned in Advanced Neonatal Nursing 1 in a clinical setting. Mohawk College medical clearance and current NRC required. Clinical experience takes place in Level 2 Perinatal Nursing setting. Prerequisite: NRSG 10055, NRSG 10056 & NRSG 10045.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25016		Apr15				FieldWork	$476.55

Advanced Neonatal Nursing 2 - Clinical Experience — CLINNSCF4

Integrate the knowledge and skills learned in a Neonatal Nursing 2 (Advanced) in a Level 2+ or 3 neonatal intensive care setting. Mohawk College medical clearance and NRC are required. Prerequisites: NRSG 10055, NRSG 10056 & NRSG 10043.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25017		Apr15				FieldWork	$476.55

Obstetrical Nursing 1 Clinical Experience — CLIN10002

Integrate the knowledge and skills learned in Advanced Obstetrical Nursing 1. Clinical experience will occur in a Level 2 perinatal nursing setting (L&D, antepartum clinic, antenatal diagnostic unit etc.) Mohawk College medical clearance and current NRC required. Prerequisite NRSG10049.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25015		Apr15				FieldWork	$476.55

Obstetrical Nursing 2 Clinical Experience — CLIN10003

Integrate knowledge and skills learned in previous classroom study of OB Nursing 2 in a Level 3 (or Level 2+/equivalent) perinatal clinical setting. Mohawk College medical clearance and current NRP required. Prerequisite: NRSG10051.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25012		Apr15				FieldWork	$476.55

Neonatal Resuscitation-Provider Certification — HSCI10163

Become an NRP provider with this 10-hour practicum comprised of individual skill practice and integrated simulations of mega codes and newborn scenarios. Prerequisites: Provide at practicum proof of successful completion of online NRP exam (dated within 1 month of practicum) Visit: http://www.cps.ca/nrp/OnlineExam.htm for details. (Exam requires self study, using Neonatal Resuscitation text (available for purchase at Titles or lending at IAHS Library)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25018	MO	Jun24	Jun24	9:00-5:00	1	Classroom (IH)	$226.71
25080	MO	Jun24	Jun24	9:00-5:00	1	Classroom (IH)	$226.71

Registered Nurse Refresher Certificate (069)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Are you a Registered Nurse in Ontario who has been out of active practice for more than 3 years? Update your skills before returning to active nursing.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: bien@mohawkcollege.ca
Web: ce.mohawkcollege.ca/rn-refresher

Admission Requirements

1. Certificate of Registration or Reinstatement Letter from the College of Nurses of Ontario
2. Have practiced as a nurse within the last 10 years

How do I Apply?

Forward a cover letter along with:

1. A copy of Certificate of Registration or Reinstatement Letter from CNO
2. Resume outlining your nursing practice.

Forward your documents by fax, email or mail to:
Mohawk College,Institute for Applied Health Sciences
RN Refresher Certificate, Room 185
1400 Main St. West, Hamilton, ON, L8S 1C7
FAX: 905-528-7706
Email: bien@mohawkcollege.ca

Program of Studies

- Refer to your individualized program of study, for prerequisites and co-requisites.
- You MUST complete all courses in your program of studies prior to attending clinical experience. Clinical experiences take place between April and August each year and are scheduled taking into consideration your individual learning needs and the availability of clinical sites.
- Medical clearance, mask fit testing, Police checks and BCLS are required prior to experience.
- NOTE: Full program must be completed within 3 years of admission to program. Clinical experience is variable depending on CNO Reinstatement Letter or length of time out of practice.

Mandatory Courses:		Hours
NRSG10016	Nursing Informatics	42
NRSG10018	Professional Issues	76
NRSG10019	Nursing Theory 1	84
NRSG10027	Admin of Medications-Nurses	62
NRSG10028	Clinical Skills Review	56
NRSGHZ215	Assessment Skills for Reg Nurses	59
CLIN10027	Clinical Experience 1	200-400
CLIN10028	Clinical Experience 2	200-300

Tuition Reimbursements

Tuition reimbursements may be available to specific, qualified individuals. Refer to the Financial Assistance information section on page 127.

Ready for your Certificate? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

Registered Nurse/Registered Practical Nurse Mental Health Certificate (930)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 6 courses

Acquire current knowledge and skills in the specialty area of mental health nursing. This newly designed program for RNs and RPNs explores concepts and trends necessary for functioning as a dynamic and innovative member of the Mental Health care team.

NOTES:

- Courses are offered in a blended format using the learning management system eLearn.
- Register a minimum of 1 week in advance of start dates so that faculty can contact you with start up directions.
- Please logon to your eLearn course one week in advance of start date.

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/mentalhealthnursing

Admission Requirements

- You are to submit proof of current College of Nurses of Ontario registration, "Find a Nurse" document, to the Program Manager prior to the introductory course registration. Please fax to 905-528-7706 **INCLUDING PROGRAM NAME AND YOUR EMAIL ADDRESS.**

Program of Studies

Mandatory Courses:		Hours
HSCI10145	Advancements in Mental Health System	36
HSCI10147	Introspective Practice	36
HSCI10148	Health Challenges	36
HSCI10149	Whole Person Assessment	36
HSCI10150	Interventions Supporting Recovery	36
CLIN10057	Operationalizing Theory to Practice	40

Advancements in the Mental Health System — HSCI10145(SA)

Integrate an appreciation of mental illness, knowledge of past, present and future trends and an awareness of the legal aspects of mental health reform to shape your interactions with clients, families and the system. Explore the lived experiences of clients and challenge your awareness of cultural competence and the impact of stigma. One in class session on Tues. April 9 in Room 201 at IAHS, and balance of course completed via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25101	TU	Apr9	Jun25	6:30-9:30	1	Blended (IH)	$253.80

Introspective Practice — HSCI10147(SA)

Use reflective practices to explore the impact of one's values and beliefs in therapeutic partnership and gain self awareness into nurse/client relationships. Use these personal insights to both refine your communication and interviewing skills, and work through intrapersonal, interpersonal and organizational conflicts and ethical dilemmas. Prerequisite: HSCI10145.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25107	WE	Apr10	Jun26	6:30-9:30	12	Online	$253.80

Interventions Supporting Recovery — HSCI10150(SA)

Integrate knowledge of psychopharmacology and other treatment modalities/alternatives with evidence based practices to support shared decision making and health maintenance processes with clients. Prerequisite: HSCI10145. May be taken concurrently with HSCI10148, HSCI10149 or HSCI10150.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25131	TH	Apr11	Jun27	6:30-9:30	12	Online	$253.80

Operationalizing theory into Practice — CLIN10057

Gain real world experience in the application of theory from previous courses. Demonstrate a broad scope of interventions used in mental health nursing and analyse the client, family and team perspectives in various community or hospital environments. This is a preceptored clinical experience. Prerequisites are HSCI 10145, 10147, 10148, 10149 & 10150.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25111		Apr8				FieldWork	$282.00

NEW! Introduction to Mental Health Studies and the Law, Forensic — HSCI10165(SA)

Learn role of Criminal Code of Canada and how it impacts client outcomes, liberties and dispositions. Explore services available to care for those with mental illnesses and resulting implications in the system of forensic mental health programs. 2 in class sessions, April 10, 6 p.m., Room 201 at IAHS. Will advise students of date for 2nd class; balance online. Admission Requirements: interdisciplinary professionals are eligible i.e. Nurses, Social Workers, Correctional Services, OTA/PTA.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25130	WE	Apr10	Jul17	6:00-9:00	15	Blended (IH)	$274.95

Registered Nurse/Registered Practical Nurse Paediatric Nursing

Expand your knowledge and skills in Pediatric Nursing. Designed to provide an in depth study of content essential to the provision of effective nursing care for the pediatric population (infancy to adolescence) and their families.

Questions?

Call: 905-540-4247 ext. 26709 or ext. 26703 or ext. 20722
Email: donna.dunlop@mohawkcollege.ca

Prior Learning Assessment & Recognition (PLAR)

Exemption from NRSG10057 - Paediatric Assessment course may be granted via PLAR for RNs and RPNs who have current work experience with assessment of paediatric clients.

Nursing Care of Children with Cardio/Respiratory Disorders — NRSG10066(SA)

Focus on care of pediatric patients with cardiorespiratory disorders, particularly in a community setting. Emphasis on pathology, medical and nursing management, medication administration and ongoing assessment. Classes are Apr 27, May 25 & Jun 22. You are required to log on to eLearn one week prior to start of class. Course manual posted in eLearn. Prerequisite - NRSG10057.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25024	SA	Apr27	Jun22	9:30-4:30	3	Blended (IH)	$253.80

Tuition Reimbursements

Tuition reimbursements may be available to specific, qualified individuals. Refer to the Financial Assistance information section on page 127.

Registered Practical Nurse- Maternal Newborn Nursing Certificate (040)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 7 courses

Perinatal nurses must be able to identify, assess, select and implement appropriate evidence based nursing care to women and their families. You will develop knowledge and skills in perinatal nursing within the scope of practice of RPN.

Clinical Course Information:

Clinical courses can only be completed in spring/summer semesters. Clinical course prerequisites are successful completion of foundational (NRSG10055, NRSG10056, HSCI10163) and related advanced theory courses. Exclusion from practicum may be approved via the PLAR process on the basis of the learner's documented current clinical practice.

Note: For Spring/Summer 2013, students eligible for clinical placement are those who have completed the applicable advanced theory course(s) and who have submitted a clinical application to Program Manager.

Preclinical Medical Requirements: Current Mohawk College Medical Clearance, current Mask Fit Test, BCLS, Vulnerable Sector Screening if required by agency.

Questions?

Call: 905-540-4247 ext. 20722 or ext. 26703
Email: donna.dunlop@mohawkcollege.ca
Web: disted.mohawkcollege.ca/maternalnewbornnursing

Online Learning Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26709
Email: disted@mohawkcollege.ca

Admission Requirements

- Current registration with the College of Nurses of Ontario as a Registered Practical Nurse.
- Fax proof of current CNO registration to Program Manager at 905-528-7706.

Program of Studies

Mandatory Courses:		Hours
NRSG10055	Intro to Perinatal Nursing Pt 1	32.5
NRSG10056	Intro to Perinatal Nursing Pt 2	32.5
HSCI10163	Neonatal Resuscitation Program	10
NRSGNSCA1	Perinatal Maternal Care RPN	32
CLIN10038	RPN Maternal Care Clinical	40
NRSGNSCA2	Perinatal Newborn & Family Care RPN	32
CLIN10039	RPN Newborn & Family Care Clinical Experience	44

Introduction to Perinatal Nursing Part 1 — NRSG10055

Develop knowledge and skills in perinatal nursing. Focus on the stages of pregnancy from conception to the start of labour and delivery. Pregnancy risk assessment and prenatal education also receive emphasis.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21419		Apr29	Aug16			Online	$377.16

Introduction to Perinatal Nursing Part 2 — NRSG10056(SA)

Enhance your knowledge of labour and delivery and normal postpartum care. Learn to assess and care for the newborn and the mother and provide educational services for new parents. Prerequisite: Introduction to Perinatal Part 1 (NRSG10055).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21420		Apr29	Aug16			Online	$377.16

RPN Maternal Care Clinical Experience — CLIN10038

Integrate the knowledge and skills learned in RPN Maternal Care (NRSG NSCA1). Occurs in a Level 1-2 perinatal setting (labour & delivery unit-observation only-antepartum unit, fetal assessment unit, antenatal clinic, genetics clinic, postpartum). Mohawk College medical clearance AND current NRP are required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25013		Apr15				FieldWork	$282.00

RPN Newborn & Family Care Clinical Experience — CLIN10039

Integrate the knowledge and skills learned in RPN Newborn & Family Care (NRSG NSCA2). Occurs in a Level 1-2 nursery, Level 2 or special care nursery, breastfeeding clinic. Mohawk College medical clearance AND current NRP are required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25014		Apr15				FieldWork	$310.20

Registered Practical Nurse Refresher Certificate (884)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

Are you a Registered Practical Nurse in Ontario who has been out of active practice for more than 3 years? Update your skills before returning to active nursing

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: bien@mohawkcollege.ca
Web: ce.mohawkcollege.ca/rpn-refresher

Admission Requirements

1. Certificate of Registration or Reinstatement Letter from the College of Nurses of Ontario
2. Have practiced as a nurse within the last 10 years.

How do I apply?

Forward a cover letter with:

1. A copy of CNO Certificate of Registration or Reinstatement Letter.
2. Resume outlining your nursing practice.

Forward your documents by fax, email or mail to:
Mohawk College,Institute for Applied Health Sciences
RPN Refresher Certificate, Room 185
1400 Main St. West, Hamilton, ON, L8S 1C7
FAX: 905-528-7706
Email: bien@mohawkcollege.ca

Program of Studies

- Refer to your individualized program of study, for prerequisites and co-requisites.
- You MUST complete all courses in your program of studies prior to attending clinical experience. Clinical experiences take place between April and August each year and are scheduled taking into consideration your individual learning needs and the availability of clinical sites.
- Medical clearance, mask fit testing, Police check and BCLS are required prior to experience.
- NOTE: Full program must be completed within 3 years of admission to program. Clinical experience is variable depending on CNO Reinstatement Letter or length of time out of practice.

Mandatory Courses:		Hours
NRSG10016	Nursing Informatics	42
NRSG10018	Professional Issues	60
NRSG10019	Nursing Theory 1	84
NRSG10027	Admin of Medications-Nurses	62
NRSG10028	Clinical Skills Review	56
NRSGHZ215	Assessment Skills for Reg Nurses	59
CLIN10027	Clinical Experience 1	200-400
CLIN10028	Clinical Experience 2	200-300

Ready for your Certificate? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

Registered Practical Nursing Diploma Completion

Upgrade your certificate to a diploma! Intended for RPNs currently working to CNO's full scope of practice.

NOTE: As of Fall 2012 Admissions are on hold for program review and revision.

Questions?
Call: 905-540-4247 ext. 26709 or ext. 26703 or ext. 20722
Email: donna.dunlop@mohawkcollege.ca
Web: ce.mohawkcollege.ca/rpn-diplomacompletion

Clinical Course Information:
Refer to your individual program of study sent with your acceptance into the program.

Clinical courses (CLIN 10045 & CLIN 10048) can only be completed in spring/summer semesters.

CLINICAL COURSE PREREQUISITES are successful completion of all required nursing theory courses. Clinical applications are to be submitted in January of the year in which you become eligible to complete clinical courses.

Program of Studies

Courses:		Hours
NRSG10018	Professional Issues	76
NRSG10019	Nursing Theory 1	84
NRSG10016	Nursing Informatics	42
NRSG10020	Nursing Theory 2	60
NRSG10028	Clinical Skill Review (RN)(RPN)	56
NRSGHZ215	Assessment Skills for Nurses (RN)(RPN)	59
NRSG10027	Administration of Medications for Nurses (RN)(RPN)	62
CLIN10045	Mental Health Clinical Experience	105
CLIN10048	Consolidation	100
PSYCSS271	Developmental Psychology	42
COMM11040	Communications D	42
SSCISS108	Sociology 1	42
COMM10265	Critical & Innovative Thinking	28

Some courses are offered under other Programs. Refer to the index.

Clinical Consolidation — CLIN10048(SA)

Work with an experienced peer preceptor in an active medical/surgical/rehabilitation clinical setting in order to refine/enhance your clinical expertise.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25020		Apr15				FieldWork	$494.50

Mental Health Clinical Experience — CLIN10045(SA)

Integrate the mental health nursing theory learned in prior classroom study of Mental Health Nursing (NRSG 10020 and/or NRSG 10042) in a psychiatric care clinical setting.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25021		May22				FieldWork	$671.25
25022		Jul24				FieldWork	$671.25

Get Started Online

We've gone green! Start Up Information for Online (OL) (OntarioLearn) courses is available on the Mohawk website **only** at disted.mohawkcollege.ca/getstarted.

OTHER (HEALTH SCIENCES)

Breastfeeding Program

Gain up-to-date knowledge and skills in breastfeeding support and awareness of current issues in lactation. The revised program, consisting of three theoretical and one clinical course, is designed to meet the new IBCLC 2012 curriculum standards required for eligibility to write the IBLC examination. The program has been approved by the International Lactation Education Accreditation and Approval Committee (LEAAC). CERPs credit is no longer being awarded for course completion due to changes in IBLC requirements for eligibility for CERPs recognition. Upon successful completion of program of studies, students will receive a "Letter of Acknowledgement" of Completion of a LEAAC Approved Breastfeeding Program.

Clinical Course (CLIN10026) Information:
Clinical course prerequisites are successful completion of all theory courses.

Clinical courses can only be completed in spring/summer semesters. Exclusion from practicum may be approved via the PLAR process on the basis of the learner's documented current clinical practice.

Preclinical Medical Requirements: Current Mohawk College medical clearance, current Mask Fit Test, BCLS, and specific agency clinical requirements such as Vulnerable Sector Screening.

Questions?
Call: 905-540-4247 ext. 26709 or ext. 20722 or ext. 26703
Email: donna.dunlop@mohawkcollege.ca
Web: disted.mohawkcollege.ca/breastfeeding

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Level 1: Breastfeeding Basics — NRSG10073(SA)

Examine the anatomy and physiology of human lactation, and ways to normalize breastfeeding and infant behaviour. Consider global strategies encouraging breastfeeding and develop skills you need to support successful breastfeeding. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22076		Apr29	Aug16			Online	$251.28

Level 2: Breastfeeding Management — NRSG10074(SA)

Examine nutrition and the biochemistry of breast milk focusing on maternal and infant nutritional needs. Major topics examined are: observation, assessment and management of difficulties related to infant suck and milk transfer and tools and techniques to alleviate minor and major maternal/infant breastfeeding problems. Other foci are breastfeeding research utilization and best practice guidelines. Prerequisite: NRSG10073. 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21455		Apr29	Aug16			Online	$251.28

Level 3: Advanced Breastfeeding Practice — NRSG10075(SA)

Examine infant and maternal breastfeeding issues, and ethical / legal issues such as informed consent and protection of vulnerable and at risk populations. Prerequisites: Level 1: Breastfeeding Basics (NRSG10073) and Level 2: Breastfeeding Management (NRSG10074). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21482		Apr29	Aug16			Online	$251.28

Breastfeeding Clinical Experience — CLIN10026

Integrate breastfeeding knowledge and skills in both hospital and community based settings in this 24-hour clinical placement. Prerequisites: NRSG 10073, NRSG 10074, NRSG 10075.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25023		Apr15				FieldWork	$169.20

CPR and First Aid Certification

Additional courses requested by special interest groups can also be accommodated.

Questions?
Call: 905-540-4247 ext. 26703 or ext. 20722

C.P.R.'C'/AED - Health Care Provider Level — HSCI10086

Designed for Health Professionals, you will learn how to effectively respond to a respiratory and/or cardiovascular emergency. Automated External Defibrillation is included. A prerequisite for PN and BScN programs. Heart and Stroke Foundation certification.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25038	SA	Apr13	Apr13	9:00-2:30	1	Classroom (IH)	$79.77
25039	TU	May14	May14	5:00-10:30	1	Classroom (IH)	$79.77
25040	SA	Jun1	Jun1	9:00-2:30	1	Classroom (IH)	$79.77
25041	SA	Jul27	Jul27	9:00-2:30	1	Classroom (IH)	$79.77
25042	TU	Aug13	Aug13	5:00-10:30	1	Classroom (IH)	$79.77
25043	SA	Aug24	Aug24	9:00-2:30	1	Classroom (IH)	$79.77

C.P.R. 'C'/AED Recertification - Health Care Provider Level — HSCI10087

Skills and assessment of CPR C - Health Care Provider level for health professionals who have previous CPR Level 'C' certification, within the last 12 -13 months.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25044	SU	Apr14	Apr14	9:00-12:30	1	Classroom (IH)	$53.31
25045	MO	Apr29	Apr29	4:30-8:00	1	Classroom (IH)	$53.31
25046	MO	May13	May13	9:00-12:30	1	Classroom (IH)	$53.31
25047	MO	Jun10	Jun10	4:30-8:00	1	Classroom (IH)	$53.31
25048	SU	Jul7	Jul7	9:00-12:30	1	Classroom (IH)	$53.31
25049	MO	Aug26	Aug26	4:30-8:00	1	Classroom (IH)	$53.31

Standard First Aid, C.P.R. 'C'/AED — HSCI10088

Complete intensive training, according to Red Cross Standards, WSIB (ON) approved. Designed to meet training requirements of community or industry personnel, this course is also a prerequisite for many college entry programs, e.g. MedRadSciences, CVT, DCS, OTA/PTA, PSW, ECE, Child/Youth Worker, Rec/Leisure, Law & Security, Educational Assistant, Fire Fighters, etc. First Aid Valid for 3 years. CPR valid for 1 year.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25050	SA/SU	Apr27	Apr28	9:00-5:00	2	Classroom (IH)	$158.87
25051	SA/SU	May25	May26	9:00-5:00	2	Classroom (IH)	$158.87
25052	SA/SU	Jun15	Jun16	9:00-5:00	2	Classroom (IH)	$158.87
25053	SA/SU	Jul20	Jul21	9:00-5:00	2	Classroom (IH)	$158.87
25054	SA/SU	Aug24	Aug25	9:00-5:00	2	Classroom (IH)	$158.87

Diabetes Education Certificate (928)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 5 courses

Develop a firm foundation in current clinical approaches to diabetes education. The program is an excellent step towards certification as a Certified Diabetes Educator (CDE).

Questions?
Call: 905-575-2703 or 905-540-4247 ext. 26708
Email: disted@mohawkcollege.ca or amy.boyer@mohawkcollege.ca
Web: disted.mohawkcollege.ca/diabeteseducation

Admission Requirements

- You must be a RN, RPN, Registered Dietician, Pharmacist, Chiropodist or Physician in Ontario. Prior approval is necessary.
- Forward your Certificate of Registration to Amy Boyer, Institute for Applied Health Sciences, 1400 Main St. W., Hamilton, ON L8S 1C7 or fax to 905-528-7706.

Program of Studies

Mandatory Courses:		Hours
HSCIDW001	Diabetes Care Basic	30
HSCI10052	Introduction to Patient Education	30
HLTH10028	Living with Diabetes	30
HLTH10046	Special Issues with Diabetes	30
HLTH10057	Diabetes Field Placement 1	60

Diabetes Care - Basic — HSCIDW001(SA)

Address the disease process and management and control of diabetes to reduce the risk of complications. Examine essential elements of diabetes control - balance of food, physical activity and medication.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21242		May10	Aug2			Online (OL)	$262.40

Introduction to Patient Education — HSCI10052(SA)

Explore learning styles and readiness to learn in patients with diabetes. Examine the adult educator's role and effective teaching strategies, and learn to design lesson plans and evaluation techniques. Prerequisite: Diabetes Care - Basic (HSCIDW001).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21220		May10	Aug2			Online (OL)	$262.40

Living with Diabetes — HLTH10028(SA)

Examine hypoglycemia and hyperglycemia and their impact on Diabetes management. Practice teaching strategies for use with clients with learning disabilities, visual or language impairments and other special needs. Consider cultural issues, especially among First Nations People. Prerequisite: Introduction to Patient Education (HSCI10052).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21316		May10	Aug2			Online (OL)	$262.40

Special Issues With Diabetes — HLTH10046(SA)

Examine special issues related to diabetes and long-term complications. Consider diabetic pregnancy, gestational diabetes, and diabetes in children, adolescents and the elderly. Explore the design and evaluation of Diabetes education programs. Prerequisite: Living with Diabetes (HLTH10028).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21161		May10	Aug2			Online (OL)	$262.40

Diabetes Field Placement 1 — HLTH10057(SA)

Benefit from the opportunity to apply basic educational theory and adult education techniques to diabetes education. Design and deliver lessons to clients and evaluate both teaching and learning. Prerequisites: Diabetes Care - Basic (HSCIDW001), Introduction to Patient Education (HSCI10052), Living with Diabetes (HLTH10028) and Special Issues With Diabetes (HLTH10046).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21219		Apr15	Aug12			Online	$311.40

Disability Management Certificate (038)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 25 courses

Develop your practical skills in disability management for the Canadian workplace, with this Certificate program developed in 1995 by the National Institute of Disability Management and Research. Focus on the implementation of jointly managed, workplace-based disability management programs with emphasis on Ontario legislation.

Prior Learning Assessment/Exemptions

You may be eligible for credit for skills and knowledge you have acquired in your work experiences or exemption for course taken at another educational organization. For further information including NIDMAR guidelines contact Patti Boucher.

Questions?
Call: 905-540-4247 ext. 26703 or ext. 267022
Email: patti.boucher@mohawkcollege.ca
Web: ce.mohawkcollege.ca/disabilitymgt

Admission Requirements

- Contact Patti Boucher, Program Manager, before registering for the first module.
- Ontario College Diploma, Ontario College Advanced Diploma, Degree or equivalent prior to learning/work experience (e.g. industry training, professional development, certification or over 200 hours of related employment).
- Basic computer skills (Word, email and internet) are recommended.
- All applicants for whom English is a second language must provide proof of Canadian Language Benchmark 7.

Program of Studies

Mandatory Courses:		Hours
HRESRTC01	Effective Disability Management Programs	9
CREDRTC02	Introduction into the Return to Work Process	6.5
HRESRTC03	Physical impairments, Rehabilitation and Return to Work	6.5
HRESRTC04	Mental Health, Rehabilitation and Return to Work	9
HRESRTC05	Job Analysis	6.5
MISCRTC06	Role of Assessment	6.5
COMMRTC07	Communication and Interviewing Skills	6.5
COMMRTC08	Interviewing and Helping Skills	6.5
MGMTRTC09	Working with Groups/Problem Solving with Groups	6.5
COMFRTC10	Introduction to Conflict Resolution	9
MGMTRTC11	Managing Diversity in the Workplace	6.5
MGMTRTC12	Organizational and Management Skills	6.5
LAWSRTC13	Legislation and Disability Management	9
HRESRTC14	Workers' Compensation	6.5
INSRRTC15	Insurance and Other Benefits	6.5
MGMTRTC16	Disability Management in Unionized Environment	6.5
HRESRTC17	Disability Management from the Human Resources Perspective	6.5
MGMTRTC18	Managing Change	9
SENSRTC19	Assistive Technology and Accommodation	6.5
HRESRTC20	Evaluation, Disability Management and Return to Work	9
HLTHRTC21	Injury Prevention and Health Promotion	6.5
MRKTRTC22	Marketing, Communications and Education	6.5
INFORTC23	Information Management	6.5
LAWSRTC24	Ethics and Professional Conduct	6.5
CREDRTC25	Managing the Return to Work Process	9

NOTE: HRESRTC01 Module A and CREDRTC02 Module B are prerequisites for all the other courses unless you have permission from the Program Manager.

NOTE: To avoid course cancellations, please register 5 days prior to the course start date. No refunds/transfers 2 days prior to course start date.

Effective Disability Management Programs — HRESRTC01

Explore the rationale for establishing a disability management program, various structures for providing a return-to-work capacity within an organization, and setting up a new program or evaluating an existing one.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25001	SA	Apr20	Apr20	8:30-6:30	1	Classroom (IH)	$329.64

Introduction to Return-to-Work Coordination — CREDRTC02

Explore the elements of the plan; the roles of people involved in the process; types of accommodations; and the hierarchy of return-to-work options.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25000	FR	Apr19	Apr19	12:00-6:30	1	Classroom (IH)	$262.54

Mental Health Issues, Rehabilitation Services & Return-To-Work — HRESRTC04

Consider symptoms, treatments and disability aspects of stress and depression and strategies for assisting individuals with stress and depression related illnesses to return to work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25002	SA	Apr27	Apr27	8:30-6:30	1	Classroom (IH)	$329.64

Problem-Solving With Groups — MGMTRTC09

Develop a range of facilitation skills that Return to Work Coordinators use to move the return-to-work process forward or to deal with general issues arising from the program..

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25007	FR	Jun21	Jun21	12:00-6:30	1	Classroom (IH)	$262.54

Introduction Into Conflict Resolution — CONFRTC10

Learn to analyze conflicts and develop strategies for satisfying the interests of all stakeholders - with emphasis on return-to-work situations.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25006	SA	Jun22	Jun22	8:30-6:30	1	Classroom (IH)	$329.64

Disability & Diversity Workplace — MGMTRTC11

Examine diversity issues and their impact on return to work, and explore strategies for dealing with cultural differences.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25010	FR	Aug23	Aug23	12:00-6:30	1	Classroom (IH)	$262.54

Management and Organizational Skills for Return-to-Work Coordina — MGMTRTC12

Analyze your organizational skills and explore leadership, planning and communication strategies to assist in achieving goals and objectives.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25011	SA	Aug24	Aug24	8:30-3:30	1	Classroom (IH)	$262.54

Legislation And Disability Management — LAWSRTC13

Examine human rights laws, accommodation requirements and other related acts that apply to workers with disabilities.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25005	SA	May25	May25	8:30-6:30	1	Classroom (IH)	$329.64

Workers' Compensation — HRESRTC14

Focus on an overview of workers compensation legislation across Canada and the provisions within each system related to return to work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25003	FR	Apr26	Apr26	12:00-6:30	1	Classroom (IH)	$262.54

Insurance And Other Benefits — INSRRTC15

Examine long term and short term disability, CPP disability, automobile insurance, EI sickness benefits, social assistance, and government programs and community organizations of assistance to workers with disabilities.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25008	SA	Jul27	Jul27	8:30-3:30	1	Classroom (IH)	$262.54

Disability Management from the Human Resources Perspective — HRESRTC17

Explore provincial employment standards acts that influence return to work in non-unionized organizations, policy and procedures development, and alternate dispute resolution and committee processes.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25004	FR	May24	May24	12:00-6:30	1	Classroom (IH)	$262.54

Managing Change — MGMTRTC18

Explore how those involved in disability management need to monitor and respond to changes that occur within or outside the organization. Consider the effects of change on individuals.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25009	FR	Jul26	Jul26	12:00-6:30	1	Classroom (IH)	$262.54

Food Services Certificate (816)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Enhance your food service skills for employment in Health Care facilities. Focus on the role of the Food Service Worker and the importance of issues such as safety, sanitation and nutrition.

Questions/Application?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: cehealth@mohawkcollege.ca

Online Learning Questions?

Call: 905-575-2703 or 905-521-2100 ext. 77124
Email: disted@mohawkcollege.ca or linda.brush@mohawkcollege.ca
Web: ce.mohawkcollege.ca/foodservices

Admission Requirements

- You must apply and be accepted into the Food Services program.
- Those currently employed in the food service department of a Health Care Facility, who provide a letter of recommendation from their supervisor receive priority. *Applicants who do not currently work in the kitchen of a Health Care Facility will have a field work requirement of 60 hours in order to receive the certificate.
- All applicants require proficiency in English Language skills. Individuals for whom English is a second language will be required to provide proof of a Canadian Language Benchmark of 5.

Program of Studies

- CULIHCF10 - Introduction to Institutional Food Services is a prerequisite to all other courses in the program.

Mandatory Courses:		Hours
CULIHCF10	Introduction to Institutional Food Services	30
CULIHCF20	Food Preparation 1	30
SAFEHCF30	Sanitation and Safety	30
SAFEHCF40	Food Service Management Functions	30
CULIHCF50	Food Preparation 2	30
HLTHHCF60	Nutritional Care	30
WORKHCF02	Field Placement Component	60

Sanitation And Safety — SAFEHCF30(SA)

Focus on preventing food-borne illness within health care institutions with emphasis on legal requirements, food handling, contamination control, quality assurance, fire safety, injury prevention, and basic first aid. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21223		May10	Aug16			Online (OL)	$262.40

Food Service Management Functions — SAFEHCF40

Learn to evaluate menus, identify appropriate cooking methods, adapt recipes to specific quantities, portion foods, control food inventories and calculate food costs for an institutional kitchen.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25083	TU	Apr9	Jun11	6:30-9:30	10	Classroom (IH)	$221.50
25086	TH	Apr11	Jun13	6:30-9:30	10	Classroom (IH)	$221.50

Institutional Food Service — HLTH10064(SA)

Focus on the food service worker's role in various food service systems in a health care environment. Topics include food service department organization, food production and delivery systems, food ordering and receiving systems, cost controls, quality improvement, and computerization. Equivalent to Food Service Management (SAFEHCF40).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21175		May10	Aug16			Online (OL)	$262.40

Food Preparation - 2 — CULIHCF50

Continue the study of cooking with emphasis on short order and breakfast items, pasta and rice, pastry dough, tea biscuits, muffins & yeast dough, salads & dressings. Prerequisite: CULIHCF20, Food Prep 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25084	TU	Apr9	Jun11	6:30-9:30	10	Classroom (IH)	$228.50
25085	TH	Apr11	Jun13	6:30-9:30	10	Classroom (IH)	$228.50

Introduction to Nutrition in Health Care — HLTH10065(SA)

Learn the basic principles of nutrition and the role of nutrition in the health care environment. Discuss current nutrition recommendations for fat, fibre, vitamins and minerals and weight control and nutrition throughout the lifecycle. Equivalent to Nutritional Care (HLTHHCF60).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21188		May10	Aug16			Online (OL)	$262.40

Food Services Fieldwork Requirement — WORKHCF02

29139		Apr9	Aug31			Fieldwork	$405.75

General Health Sciences Courses

Questions?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: cehealth@mohawkcollege.ca

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Human Anatomy and Physiology — HSCI10027

Study the human body and apply your knowledge during on-line discussions. This diploma-level study is suitable for admission to Health Care programs and may be considered for advanced standing. Prerequisite: Grade 11 U or C biology or equivalent. Equivalent to Health Sciences I (HSCIPNB11). 60 hours.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21099		May10	Aug16			Online (OL)	$455.60

Mask Fit Testing — HSCI10057

Pre-clinical requirement for all Health Science programs. You must bring completed "HEALTH QUESTIONNAIRE" to class. If you miss your scheduled class, you MUST re-register.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25028	MO	Apr8	Apr8	4:30-6:00	1	Classroom (IH)	$40.00
25029	WE	Apr10	Apr10	4:30-6:00	1	Classroom (IH)	$40.00
25030	MO	Apr15	Apr15	4:30-6:00	1	Classroom (IH)	$40.00
25031	WE	Apr17	Apr17	4:30-6:00	1	Classroom (IH)	$40.00
25032	MO	Apr22	Apr22	4:30-6:00	1	Classroom (IH)	$40.00
25033	WE	Apr24	Apr24	4:30-6:00	1	Classroom (IH)	$40.00
25034	MO	May13	May13	4:30-6:00	1	Classroom (IH)	$40.00
25035	WE	May15	May15	4:30-6:00	1	Classroom (IH)	$40.00
25036	MO	Aug19	Aug19	4:30-6:00	1	Classroom (IH)	$40.00
25037	WE	Aug21	Aug21	4:30-6:00	1	Classroom (IH)	$40.00
29186	MO	Jun10	Jun10	8:30-10:00	1	Classroom (IH)	$40.00
29187	WE	Jun12	Jun12	4:30-6:00	1	Classroom (IH)	$40.00

Operating Room Attendant — NRSGNSCD9

Focus on Operating Room Attendant role, infection control, decontamination, disinfection, sterilization, and workplace safety.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25094	TU	Apr2	May14	6:00-10:00	8	Classroom (IH)	$225.60

Operating Room Attendant Laboratory Experience — HSCI10155

Utilize OR Attendant theory and skills in a hospital laboratory experience. Must have Immunization clearance, Mask Fit testing and Police Check prior to start date of the course. PREREQUISITE: HSCI10057.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25095	TH	Apr18	May23	6:00-10:00	5	Other	$211.50

Preparatory Biology — BIOL10006

Examine the anatomy and physiology of the human body. Intended for mature students wishing to enter Practical Nursing or other Health Sciences/Health Care programs. This course is not a credit for BScN Nursing. CRN 25125 is 9 in class sessions, balance online.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25125	WE	Apr10	Jul10	6:30-9:30	9	Blended (IH)	$382.15
21140		May10	Aug16			Online (OL)	$432.00

Trauma Informed Perspectives — HLTH10183

Explore post traumatic stress and associated disorders. Focus on the history, assessment, treatment modalities and recent research theory on traumatic stress and its impacts on children, adults and families. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21531		May10	Aug16			Online (OL)	$367.10

Emergency Medical Responder (EMR)

Provide pre-hospital emergency medical care for the sick & injured. Designed for those entering emergency services i.e. Fire Fighters, Police Officers, Industrial first responders. This 2 semester, 84 hour course is also a precursor for Primary Care Paramedic Programs in Ontario and across Canada. **Watch for offerings in Fall 2013.**

Medical Device Reprocessing Certificate (MDR) (927)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirements: 6 courses

Questions/Applications?

Call: 905-540-4247 ext. 26703 or ext. 20722
Email: goran.popovic@mohawkcollege.ca

Admission Requirements

- You must apply and be accepted into the MDR program.
- The next intake of students will be in September 2013.

Program of Studies

Mandatory Courses:		Hours
HSCI10121	Introduction to MDR	30
HSCI10122	MDR Laboratory Experience	42
HSCI10123	MDR Principles and Practices 1	30
HSCI10124	MDR Principles and Practices 2	30
HSCI10125	MDR Principles and Practices 3	30
CLIN10059	MDR Clinical Experience	150

Clinical Experience Medical Device Reprocessing — CLIN10059

Apply MDR Theory in a full-time preceptored experience in a hospital setting.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25100		Apr2				FieldWork	$570.00

Palliative Care Certificate (017)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Palliative Care aims to relieve the suffering and improve the quality of life for those who are living with and/or dying from a progressive life limiting illness. Learn to help patients and families address physical, psychological, social, spiritual and practical issues. Intended for regulated/certified health care professionals, the curriculum is based on standards of the Canadian Hospice Palliative Care Association and the Canadian Nurses Association.

Individual courses may be taken by persons interested in working in palliative care; however, a certificate will only be granted to regulated/certified health care professionals upon completion of all course work.

Clinical Course Information:

Clinical course prerequisites are successful completion of all related theory courses. (HSCIHZA69, COMM10084, HMNS10016, HMNS10017, HSCI10082, HSCI10083).

Clinical courses can only be completed in spring/summer semesters.

Exclusion from practicum may be approved via the PLAR process on the basis of the learner's documented current related clinical practice.

An eligible student, if planning to complete the clinical course in spring/summer semester, must apply to Program Manager by January of year in which the student plans to do the clinical course, i.e. January, 2013.

Clinical applications are available online in course manuals, at IAHS in Continuing Education Health Sciences Office, Room 185 or by contacting Program Manager or Support Staff at numbers given below.

Preclinical Medical Requirements: Current Mohawk College Medical Clearance, current Mask Fit Test, BCLS, and specific agency preclinical requirements such as Vulnerable Sector Screening, computer training, online orientation information, etc.

Questions?

Call: 905-575-2703 or 905-540-4247 ext. 26709 or ext. 20722 or ext. 26703
Email: disted@mohawkcollege.ca or donna.dunlop@mohawkcollege.ca

Admission Requirements

- Applicant must be a regulated/certified health care professional, e.g. RN, RPN, OT/PT, Social Worker, Dietician, Physician, etc.
- Fax copy of current license/certificate to Program Manager, CE Part time & Graduate Studies, Health Sciences at 905-528-7706.

Program of Studies

Mandatory Courses:		Hours
HSCIHZA69	Introduction to Palliative Care	36
COMM10084	Communication & Informed Decision Making	36
HMNS10016	Loss, Grief and End of Life Issues	36
HMNS10017	Professional Issues & Advocacy	36
HSCI10082	Pain Management	36
HSCI10083	Symptom Management	36
CLIN10033	Field Practicum	30

Notes: The Fundamentals of Hospice Palliative Care course offered by the Hospice Palliative Care Network is considered to be equivalent to Introduction to Palliative Care (HSCIHZA69). You must apply for a course exemption for HSCIHZA69 providing proof of successful course completion of Fundamentals course.

Introduction to Palliative Care — HSCIHZA69

Examine the principles of care and support for palliative care patients and families in this overview course.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21526		Apr29	Aug16			Online	$251.28

Communication and Informed Decision Making — COMM10084(SA)

Examine the dynamics of palliative and end of life care. Focus on the health care professional's relationship with patient and family and communication and counselling skills necessary for facilitating informed decision-making. Prerequisite: Introduction to Palliative Care (HSCIHZA69).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21527		Apr29	Aug16			Online	$251.28

NEW! Loss, Grief & End of Life Issues — HMNS10016(SA)

Explore models of loss and grief in the context of end of life issues. Concepts such as anticipatory grief, grief in the family system, and grieving over the life span will be examined. Ethical issues will be addressed as grief is discussed in the content of culture, family, life stages, and the physical, social, emotional and spiritual needs of individuals and their families. Prerequisite: Introduction to Palliative Care (HSCIHZA69).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22496		Apr29	Aug16			Online	$251.28

NEW! Pain Management — HSCI10082(SA)

Focus on the complexity of pain, its physiology, assessment and management. Discuss interdisciplinary collaboration, communication and education in the management of pain. Prerequisite: Introduction to Palliative Care (HSCIHZA69).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22495		Apr29	Aug16			Online	$251.28

NEW! Professional Issues and Advocacy — HMNS10017(SA)

Interdisciplinary and collaborative practice between the palliative care team and the family is the focus. Discussion of ethical issues and ethical decision-making as well as legal issues will continue in this course. Advocacy for the rights of the person with advanced illness and their family will be discussed. Professional development, research and education for the palliative care professional will be examined. Prerequisite: Introduction to Palliative Care (HSCIHZA69).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22497		Apr29	Aug16			Online	$251.28

Palliative Care for Personal Support Workers Certificate (941)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 6 courses

Personal Support Workers are offered the opportunity to define palliative care and its basic principles, to explore the standards of palliative care and to build the necessary skills to care for individuals in the last stages of life.

Questions?
Call: 905-540-4247 ext. 26703 or ext. 20722
Email: amy.boyer@mohawkcollege.ca
Web: ce.mohawkcollege.ca/palliativecarepsw

Admission Requirements
- Personal Support Worker Certificate.
- Proof of certification must be faxed to Program Manager at 905-528-7706.

Program of Studies

Mandatory Courses:		Hours
HSCI10095	Overview - Palliative Care PSW	30
COMM10106	Communications/Multicultural Considerations	30
HSCI10094	Loss, Grief & Caregiver Support	30
HSCI10096	Symptom Management - PSW Scope of Practice	30
MGMT10057	Ethical Issues, Conflict Management/Stress Management	30
CLIN10041	Clinical Field Placement	30

Clinical Field Placement — CLIN10041

Integrate knowledge and skills acquired from the theoretical components of the program in a practical application under the guidance of experienced and knowledgeable personnel. Dates, times and clinical sites must be arranged with the Program Manager.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25109		Apr8				FieldWork	$211.50

Loss, Grief and Caregiver Support — HSCI10094

Increase your knowledge of the physical process of dying, the development process in understanding the meaning of death and the preparation for death required by the individual, family, significant others and care providers.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
25110	TH	Apr11	Jun13	6:30-9:30	10	Classroom (IH)	$221.50

Personal Support Worker Certificate (110)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 13 courses

Develop critical knowledge and skills to provide personal care and support to people living at home and in long-term care facilities. This program, approved by the Ministry of Health and the Ministry of Training, Colleges and Universities, consolidates and replaces the Health Care Aide and Home Support programs.

The part time Personal Support Worker Program has been suspended as of September 2012. The full time Personal Support Worker program remains available.

NEW for FALL, 2013
Bridging to current PSW Certificate

If you are a PSW graduate from a career college, private college or Ontario Community College prior to 2006 and wish to pursue the current PSW certificate credential to attain one of the prerequisites necessary to apply for the PSW - PN Bridging Program, the proposed bridging courses to an Ontario College PSW certificate will enable you to move forward. The proposed bridging courses are tentatively scheduled for delivery September, 2013.

PSW Bridging to PN Program

NOTE: Admission to the PSW - PN Bridging Program has been revised. Application details are found on the Mohawk website.

Successful applicants ONLY are eligible to register for the 2 bridging courses. Dates and times are subject to change and students will be notified. Course materials are on eLearn. Textbooks may be purchased at the Titles Bookstore, Room 1G, MUMC.

Questions?
Call: 905-540-4247 ext. 26736
Email: sharon.hamilton1@mohawkcollege.ca
Web: ce.mohawkcollege.ca/psw2pn

Psychosocial Rehabilitation Certificate (016)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 6 courses

Psychosocial Rehabilitation (PSR) is an approach to service delivery that supports the recovery of people with prolonged mental illness. The program attracts learners with experience in the mental health field either as a person recovering their mental health well being, a family member, volunteer and/or as a provider of mental health services. Participants gain an understanding of the foundations of the approach as well as core knowledge of and experience with skills related to incorporating the approach within mental health practices and programs. Many of our graduates pursue and successfully achieve a CPRP (Certified Psychiatric Rehabilitation Practitioner) through USPRA.org. A PSR/RPS Canada Bursary is available to assist enrolled students who are recovering their mental health and well being.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca or christine.mcmulkin@mohawkcollege.ca
Web: disted.mohawkcollege.ca/psychosocialrehab

Admission Requirements
- Experience in and a current connection to the mental health field either as a person recovering their mental health and well being, a family member, volunteer and/or provider of mental health services.
- Note that an Approval Process for entry into the program has been established. Please contact Program Manager Christine McMulkin if you are interested in enrolling in HSCIPSR01 Psychosocial Rehabilitation Foundations. If you do not have related knowledge and experience in mental health, HLTH10016 Introduction to Mental Health is recommended starting point.

Program of Studies

Mandatory Courses:		Hours
HSCIPSR01	PSR Foundations	45
HSCIPSR02	Mental Health Services	45
HSCIPSR03	Psychiatric Rehab Process	45
HSCI10092	Mental Health Practitioner Competencies	45
HSCIPSR05	Current Trends in Mental Health	45
HSCIPSR06	Independent Study in PSR	60

Psychosocial Rehabilitation Foundations — HSCIPSR01(SA)

Examine key concepts and principles of Psychosocial Rehabilitation (PSR) and explore how use of a PSR framework influences the roles of consumers and practitioners and their relationships. Several PSR approaches to working with individuals are described. Weekly chat sessions will be held on Tuesdays at 8:00 pm EST.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21007		May10	Aug16			Online (OL)	$367.10

Independent Study in Psychosocial Rehabilitation — HSCIPSR06(SA)

Consolidate your understanding of the PSR approach with the design of a strategy to address an identified consumer need and/or gap in service. Consumer involvement is emphasized. Liaison with a site contact and the course instructor is required. During the course, three chat sessions will be held on Wednesdays at 8:00 p.m. Prerequisites: HSCIPSR01, HSCIPSR02, HSCIPSR03, HSCI10092 and HSCIPSR05.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21008		May10	Aug16			Online (OL)	$455.60

Palliative Care
Understand the needs of patients and families dealing with end of life illnesses

Human Services / Justice and Wellness Studies

CERTIFICATES, DIPLOMAS AND COURSES

Read more at
ce.mohawkcollege.ca/human-wellness

People helping people. It starts with you and it happens here.

At Mohawk, you'll have the opportunity to discover how you can make a difference. Human Services, Justice and Wellness Studies offer a remarkable collection of learning opportunities all focused on working with people and organizations in your town, your city, or even your own backyard. Working with community partners, our curriculum is built around real-world needs, so our graduates arrive in the market ready to contribute.

Medical Clearance

Medical clearance is required for some clinical/field placement courses and courses with a clinical component. Refer to the Communicable Disease Screening section on page 129.

Ready for your Certificate or Diploma? Ready to Graduate?

Refer to the Graduation/Convocation section on page 129 for information and instructions.

Credit where credit is due

You may qualify for credits that can be awarded for skills and knowledge acquired in other courses, or in your personal work experience. See page 129 for details about Prior Learning Assessment and Recognition (PLAR).

Certificate and Diplomas Options Page

Autism and Behavioural Science Graduate Certificate (164) 117
Child & Youth Worker Diploma (610) 118
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Counselling Techniques Certificate (802) 114
Early Childhood Education - Leadership and Administration Certificate (932) 120
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Always time to Care

Hundreds of community organizations in the Greater Hamilton Area need people like you to nurture, guide, serve and protect.

Early Childhood Education - Leadership & Administration

MOHAWK COLLEGE CERTIFICATE

Participate in courses designed through a collaborative effort between Early Childhood Educators from community centres and staff from Affiliated Services for Children and Youth.

Special Events - Field Work						WORKRLA06	
29209		Jul2	Aug21			FieldWork	$465.05

COMMUNITY LEADERSHIP

Event Planning Techniques Certificate (122)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 10 courses

A post-diploma certificate for event organizers who wish to enhance their skills. Focus on practical training for planning, promoting and executing festivals and events in the private and public sectors. Courses taught by experienced, professional event organizers.

Questions?

Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/eventplanning

Online Learning Questions?

Call: 905-575-2703
Email: disted@mohawkcollege.ca

Admission Requirements

- A degree/diploma in Recreation and Leisure Services, Marketing, Hospitality, Tourism or a related field of study OR 2+ years work experience as an event planner.
- A completed application form (found on the website above).

Program of Studies

Mandatory Courses:		Hours
HOSPFB008	Smart Serve Certification	3
HSCIRLA09	Introduction to Special Events	12
RECLRLA01	Logistics	36
RECLRLA02	Program Applications	36
RECLRLA04	Event Administration	36
RECLRLA07	Event Marketing	30
RECLRLA08	Event Sponsorship	30
WORKRLA06	Special Events-Field Work	100
Option Group 1 - Choose 1:		
MGMT10086	Volunteer Management for Events	36
MGMTSSP24	Volunteer Management 1	60
Option Group 2 - Choose 1:		
HMNSSSFR1	Fundraising/Development	30
HMNSSSNPN	PR Fundraising & Special Events	30
PLAN10009	Wedding Planning	30
TRVLTL415	Introduction to Convention & Meeting Planning	30

Some courses are offered under other certificates. Refer to the index.

Introduction to Special Events — HSCIRLA09

Explore industry trends, issues, potential careers, tourism impact and professional bodies and certification. Open to all students. Students may take concurrently with other courses in the POS.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21951	SA/SU	Apr6	Apr7	9:00-4:00	2	Classroom (FF)	$92.88

Volunteer Management for Events — MGMT10086

Explore basic aspects of volunteer management in event planning. Consider recruitment, training, recognition, risk management and position descriptions. Blended delivery: 20 hrs in class and 16 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21952	MO	Apr15	Jul15	6:00-9:00	12	Blended (FF)	$278.64

Wedding Planning — PLAN10009

Learn how to set up, run and market your own Wedding Planning business. Focus on preparing for a meeting with a client, creating and managing a budget, and the special logistics of wedding planning including invitations, wedding cultures, ceremonies, photography and more. Blended delivery: 14 hrs in class and 16 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21953	TU	Apr16	Jun18	6:00-8:00	10	Blended (FF)	$232.20

Event Sponsorship — RECLRLA08

Explore sponsorships and partnerships in the event industry, with emphasis on meeting the needs of sponsors and encouraging a win/win arrangement. Prerequisite: RECLRLA07 or permission of Program Manager. Blended delivery: 18 hrs in class and 12 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21950	WE	Apr24	Jun26	6:00-9:00	10	Blended (FF)	$232.20

NEW! Principles of Convention and Meeting Planning — RECL10030

Investigate the essentials of meeting planning, with emphasis on key functional responsibilities and potential pitfalls. Topics include site selection, negotiation, program planning and design, and food and beverage arrangements. Equivalent to Introduction to Convention & Meeting Planning (TRVLLT415). 36 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22513		May10	Aug16			Online (OL)	$304.28

Fundraising/Development Associate Certificate (128)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Prepare for the multifaceted, professional position of Fundraising/Development Associate. Focus on fundraising, marketing, public relations, working with volunteers, organizational image and profile building, special event planning and interpersonal skills.

Questions?

Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/fundraising

Admission Requirements

- An Ontario Secondary School Diploma (OSSD) or equivalent.

Program of Studies

Mandatory Courses:		Hours
HMNSSSFR1	Fundraising/Development	30
HMNSSSFR2	Annual Giving	30
HMNSSSFR3	Major Gifts & Planned Giving	30
HMNSSSNPN	PR, Fundraising & Special Events	30
MGMTSSP24	Volunteer Management 1	60

Volunteer Management 1 (MGMTSSP24) is offered under the Volunteer Management Certificate each fall.

Annual Giving — HMNSSSFR2

Discuss the essential components of annual giving programs. Learn to prepare an effective direct mail package, organize special events and handle other fundraising tools.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21961	TU	Apr16	Jun18	6:00-9:00	10	Classroom (FF)	$232.20

Leadership and Management in the Not-for-Profit Sector Certificate (181)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Intended for managers and supervisors or aspiring managers and supervisors in social service agencies, community service, charitable or not-for-profit organizations. Professional leaders in the community with extensive and relevant knowledge, skills and experience facilitate the courses.

Questions?

Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/notforprofit

Admission Requirements
- An Ontario Secondary School Diploma (OSSD) or equivalent.

Program of Studies

Mandatory Courses:		Hours
PLAN10000	Mission, Vision, Values Workshop	6
COMMSSNPL	Leadership & Communications	30
HRESSSNPH	Practical HR Management	30
MGMTSSNP1	Board & Staff Responsibilities	30
MGMTSSNP3	Strategic & Long-Range Planning	30
MISCSSNPM	Resource Development	30
PLANSSNPK	Operational Planning	30

Leadership And Communications — COMMSSNPL

Learn to recognize and apply leadership competencies and develop a vision and values-based management approach for not-for-profit organizations. Focus on the importance of strategic alliances and partnerships and on effective communication as a tool for successful management.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21972	WE	Apr24	Jun26	6:30-9:30	10	Classroom (FF)	$232.20

Practical Human Resources Management — HRESSSNPH

Focus on the practical aspects of human resource management and apply these practices to not-for-profit organizations. Gain useful tools for day to day employment practices including recruitment, interviewing and selection, terminations, performance evaluation, progressive discipline, attendance management and employment-related legal issues.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21973	TH	Apr25	Jun27	6:30-9:30	10	Classroom (FF)	$232.20

Volunteer Management Certificate (095)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 3 courses

Gain the knowledge and skills needed for effective management of volunteer programs.

Questions?

Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/volunteermgt

Program of Studies

Mandatory Courses:		Hours
MGMT SSP24	Volunteer Management 1	60
MGMT SSP43	Volunteer Management 2	60
MGMT SSP63	Volunteer Management 3	60

Volunteer Management 3 — MGMTSSP63

Learn to integrate data collection, problem solving, research methodology, data analysis and effective decision making to respond to volunteer management issues. Blended delivery: 4 Saturdays - Apr 20, May 4, 25, Jun 22 and 36 hrs online via eLearn. Prerequisite: MGMTSSP43.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21968	SA	Apr20	Jun22	9:00-4:00	4	Blended (FF)	$447.15

Workplace Leadership Certificate (120)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 15 courses

Stay competitive! Here's your opportunity to develop a personal toolkit to enhance your performance and employment profile. Choose the workshops of most benefit in attaining your professional and personal goals.

Complete workshops in single units, or work towards the Workplace Leadership Certificate.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/workplaceleadership

Admission Requirements
- An Ontario Secondary School Diploma (OSSD) or equivalent.

Program of Studies
- Refer to the website for a full list of the courses in this program.

Customer Service 1 — MRKTSSP04

Learn to identify your customer base, determine areas for customer service enhancements and craft resources to achieve maximum results for minimum cost.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21964	SA	Apr20	Apr27	9:00-4:00	2	Classroom (FF)	$92.88

Customer Service 2 — MRKT10015

Develop your understanding of good customer service for a competitive edge. Prerequisite: MRKTSSP04.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21965	SA	Jun1	Jun8	9:00-4:00	2	Classroom (FF)	$92.88

Relationship Building — HMNSSSC71

Focus on quality and service in the business environment, including the critical importance of building strong relationships, the fundamental Customer Service principles, TQ management, and ISO designation steps.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21967	MO	Jun3	Jun24	6:00-9:00	4	Classroom (FF)	$92.88

Ethics In The Workplace — LAWSSSPC6

Acquire skills to help your organization develop and maintain a code of ethics in the workplace.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21966	TU	Apr16	May7	6:00-9:00	4	Classroom (FF)	$92.88

FITNESS AND WELLNESS

Fitness Leadership Certification Program (YWCA)

Questions?

Call: 905-575-1212 ext.3244 or 905-522-9922 ext. 118
Email: cehumserv@mohawkcollege.ca or deanna.lawson-langford@mohawkcollege.ca

Fitness Theory — HLTHFI001

Study basic anatomy, movement mechanics, physiology of exercise, principles of training, basic nutrition as well as weight management. A PREREQUISITE FOR ALL SPECIALTY MODULES. Final written exam. $56.50 manual required, to be paid by cheque in week 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21940	WE	Apr17	Jul10	7:00-10:00	13	Classroom (FF)	$402.89

Personal Trainer Module — HLTHFI004

Prepare for a Certified Professional Trainer Network designation. Study advanced anatomy, exercise physiology, and biomechanics in program design, as well as consulting skills and the business aspects of personal training. Prerequisite: HLTHF1001.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21945	MO	Apr15	Jul22	7:00-10:30	13	Classroom (FF)	$457.29

Get Started Online

We've gone green! Start Up Information for Online (OL) (OntarioLearn) courses is available on the Mohawk website **only** at disted.mohawkcollege.ca/getstarted.

Health, Wellness & Fitness

Questions?
Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca

Anatomy HLTH10078

Develop the basic scientific foundation for understanding the structure of the body, as well as joint actions and muscular contribution of different exercises common in fitness programs.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22540	TU	Apr30	Jul30	6:30-9:30	14	Classroom (FF)	$325.08

Yoga Teacher Training

Intended for students who are interested in the possibility of becoming a yoga teacher. Designed to help prepare individuals to teach and adjust beginner yoga and meditation safely and with confidence to fit the uniqueness of the individual. Topics will include: Ayurvedic mind/body constitution, age ability, culture, religion and lifestyle.

Questions?
Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca

Admission Requirements
- These courses are intended for individuals who have studied yoga previously.
- In order to be admitted into the courses, students must submit a personal statement describing their yoga studies.
- To be successful in the courses students should have at least 2 years of previous yoga training.

Please contact us for information about our future course offerings.

HELPING PROFESSIONS

Addictions/Concurrent Disorders

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirements: 3 courses
Gain an understanding of addictions, co-occurring addictions, mental health issues and disorders.

Questions?
Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/acd

Admission Requirements
- Completion of a Human Services Diploma.

Program of Studies

Mandatory Courses:		Hours
HMNS10037	Introduction to Concurrent Disorders	27
HMNS10039	Introduction to Mental Health	27
HMNS10034	Introduction to Addictions	27

Introduction to Concurrent Disorders HMNS10034

Learn about co-occurring addiction and mental health issues. Define a concurrent disorder, understand the importance of addressing concurrent disorder issues, examine your attitudes and values, develop knowledge of treatment options and understand the importance of the therapeutic relationship.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21969	WE	Apr24	Jun19	6:30-9:30	9	Classroom (FF)	$208.98

Braille Courses

ACKNOWLEDGEMENT OF COMPLETION

Completion Requirement: 4 courses
It is your responsibility to acquire a Perkins Brailler. As supply is limited, please ensure that you have arranged for a Brailler prior to registering.

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca/braille

Braille - Level 1 SENSSSE44

Develop basic skills in visually reading and writing alphabetic Braille using the Perkins Brailler. IMPORTANT NOTE: It is your responsibility to acquire a Perkins Brailler. As supply is limited, please ensure that you have arranged for a Brailler prior to registering. Final exam to be arranged with proctor. 18 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21154		May10	Aug16			Online (OL)	$178.64

Braille - Level 2 SENSSSE45

Continue your study of Braille to develop skills in reading and writing contracted Braille, using the Perkins Brailler and develop basic skills in the use of the Slate and Stylus. Prerequisite: Braille - Level 1(SENSSSE44). NOTE: You must have access to a Perkins Brailler and slate and stylus. Final exam to be arranged with proctor. 27 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21155		May10	Aug16			Online (OL)	$241.46

Braille - Level 3 SENSSSE46

Complete your development of basic skills in reading and writing contracted Braille using the Perkins Brailler. Prerequisite: Braille - Level 2 (SENSSSE45). NOTE: You must have access to a Perkins Brailler. Final exam to be arranged with proctor. 27 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21156		May10	Aug16			Online (OL)	$241.46

Braille - Level 4 SENSSSE47

Learn advanced Braille applications which involve the use of Braille forms to convey a variety of print symbols and formats encountered in classroom Braille reading and writing. Prerequisite: Braille - Level 3 (SENSSSE46). NOTE: You must have access to a Perkins Brailler. Final exam to be arranged with proctor. 27 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21224		May10	Aug16			Online (OL)	$241.46

Concepts in Bereavement Support Certificate (071)

ONTARIO COLLEGE CERTIFICATE

Graduation Requirement: 6 courses
Individual bereavement needs can vary significantly. Learn to assess the bereavement needs of an individual, organization, agency, or community, and implement bereavement support programs such as peer support groups, formal seminars/workshops and community activities.

Questions?
Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/bereavementsupport

Please contact us regarding future offerings.

Counselling Techniques Certificate (802)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Designed for individuals who wish to develop counselling skills. Most participants are employed in roles where skills in interviewing or information gathering are required. Professionals in the community with extensive and relevant knowledge, skills and experience facilitate the courses.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/counsellingtechniques

Admission Requirements

An Ontario Secondary School Diploma (OSSD) or equivalent

Program of Studies

Mandatory Courses:		Hours
COMMTC101	Interaction & Communications	42
COUNTC103	Interviewing Skills in Counselling	42
COUNTC104	Individual Counselling	42
COUNTC105	Group Counselling	42
COUNTC208	Issues & Ethics in Counselling	42
PSYCSS156	Introductory Psychology	42
PSYCSS271	Developmental Psychology	42
PSYCTC106	Report Writing for Behavioural Sciences	42

Some courses are offered under other programs. Please refer to index.

Individual Counselling — COUNTC104

Focus on the practice of individual counselling. Examine the philosophy and methodology of the major counselling theories.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21970	TU	Apr23	Jul23	6:30-9:30	14	Classroom (FF)	$325.08

Issues And Ethics In Counselling — COUNTC208

Examines the ethical framework and the professional conduct standards in place for counsellors in various community settings and agencies.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21971	WE	Apr24	Jul24	6:30-9:30	14	Classroom (FF)	$325.08

Social Service Worker Diploma (215)

ONTARIO COLLEGE DIPLOMA

Learn all the skills necessary to practice social service work in the province of Ontario. Study interviewing skills, documentation, case management, individual assessment, and experience 600 hours of supervised field placement.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/socialserviceworker

Admission Requirements

- O.S.S.D with a minimum of 70% in grade 12 English (guideline). Courses are restricted to those who have applied and been accepted.
- Visit the website for information on how to apply.
- Prior to acceptance potential students may complete some courses i.e. Communications, General Education Elective, etc. Visit the website for more information.
- A criminal background check may be required before beginning placement.

Interviewing Skills — COMMSO226(SA)

Year 1 & 2. Develop a range of skills and techniques, which are integral to a humanistic, client-centered approach to helping. Emphasizes the enhancement of the students' own self awareness and the purposeful use of self in the helping interview. Blended delivery: 24 hrs in class, 18 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22178	TU	Apr23	Jul23	6:30-9:30	14	Blended (FF)	$325.08

Professional Development — CREDSO123(SA)

Year 1 and 2. Identify the interpersonal skills which support effective interaction with co-workers, supervisors and client-consumers. Through collaboration with classmates, practice developing the skills presented and begin to integrate a professional identity, based on increased self awareness. Please note that the last class will only be for 1 hour.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22180	TH	Apr25	Jun27	6:30-9:30	10	Classroom (FF)	$216.72

Crisis Intervention — HMNSSO231(SA)

Year 3 and 4. Provide key concepts, theories, strategies and techniques for intervention in crisis situations. Learn a model of crisis intervention for day to day use in social service work practice as well as apply techniques and strategies to specific practice situations. Please note that the last class will only be for 1 hour.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21986	WE	Apr24	Jun26	6:30-9:30	10	Classroom (FF)	$216.72

Techniques Of Family Intervention II — HMNSSO432(SA)

Year 3 & 4. Investigate concepts of family functioning & develop a framework for understanding the challenges to family interaction at various stages of the family life cycle. Devise approaches & strategies to assist family members to deal with problems in family relationships & stressors from the family environment. Blended delivery: 36 hrs in class and 6 hrs online.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22181	MO	Apr22	Jul22	6:30-9:30	14	Blended (FF)	$325.08

Field Placement 1(P-T) — WORKSOA21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21987						FieldWork	$389.02

Field Placement 2(P-T) — WORKSOB21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21988						FieldWork	$389.02

Field Placement 3 (P-T) — WORKSOC21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21989						FieldWork	$389.02

Field Placement 4(P-T) — WORKSOD21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21999						FieldWork	$389.02

Field Placement 5(P-T) — WORKSOE21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22000						FieldWork	$389.02

Field Placement 6 (P-T) — WORKSOF21(SA)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22002						FieldWork	$389.02

Therapeutic Recreation Certificate (280)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 5 courses

Designed for practitioners currently working in the field of Recreation. Participants will be provided with updated knowledge and skills in the Therapeutic Recreation field.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/therapeuticrec

Admission Requirements

- A degree/diploma in Recreation and Leisure Services OR 5 - 7 years work experience as a Recreation Therapist.

Program of Studies

Mandatory Courses:		Hours
RECL10011	TR - Foundations	42
RECL10012	TR - Assessments	36
RECL10013	TR - Program Design & Delivery	36
RECL10014	TR - Research	36
WORK10048	TR - Practicum	300

Therapeutic Recreation - Research RECL10014

Implement outcome oriented research methods to collect quantitative and/or qualitative data. Learn how to analyze research results and incorporate relevant data into applicable changes within therapeutic recreation service delivery. Blended delivery: 20 hrs in class and 16 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21962	TU	Apr16	Jul2	7:00-10:00	12	Blended (FF)	$278.64

HUMAN SERVICES - OTHER

Human Services - Other

Questions?
Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca

Nonviolent Crisis Intervention CONFMHN08(SA)

Full Crisis Prevention Institute NVCI Certification valid for 2 calendar years upon successful completion. Participants must wear comfortable clothing and rubber soled, flat shoes (no sandals). Physical exertion is required in this workshop. The workbook must be purchased from the Campus Store PRIOR to the class. Registrations will only be accepted from current Mohawk College Human Services Diploma or Certificate students. Please bring your proof of registration to the class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22459	SA	May4	May4	9:00-5:00	1	Classroom (FF)	$111.46

Non-Violent Crisis Intervention-Recertification CONFEH108(SA)

Crisis Prevention Institute NVCI Recertification. To be eligible for this course you must have completed the full certification within the last 2 calendar years. Participants must wear comfortable clothing and rubber soled, flat shoes (no sandals). Physical exertion is required. The workbook must be purchased from the Campus Store PRIOR to the class. You must bring your valid certification card to class.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22461	SA	May11	May11	9:00-1:00	1	Classroom (FF)	$77.56

Project DARE Wilderness Expedition GINT10029(E)

Learn about yourself, the role you play in a group situation, & develop skills of cooperation, communication & problem solving in this three-day wilderness expedition. Students must provide their own transportation to South River and arrive by 1:00 PM Fri. 6 full meals are included. Departure is at 1:00 PM Sun. May be used as a general elective towards any program of studies. CRN 22091 students MUST REGISTER BY April 01. CRN 22740 students MUST REGISTER BY July 15. No refunds after these dates.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22091	FR-SU	Apr26	Apr28		3	Other	$443.28
22740	FR-SU	Aug9	Aug11		3	Other	$443.28

Online Course? Book your exam
Book your exam online early. For instructions visit disted.mohawkcollege.ca/exam.

JUSTICE

Police Foundations

You may register in the following courses whether or not you have been accepted in the Police Foundations Diploma program. Many of these courses are included in the Police Foundations program of studies. The complete Police Foundations program is available through day school classes.

Questions?
Call: 905-575-2703 or 905-575-1212 ext.4078
Email: disted@mohawkcollege.ca or nora.simpson@mohawkcollege.ca
Web: disted.mohawkcollege.ca/policefoundations

Communications/Reporting- Police Foundations COMMLL223

Develop professional skills for notebook entries, reports, presentations and general communication following guidelines used by police agencies. ACCESS TO A VIDEO CAMERA IS REQUIRED. Prerequisite: Communications/Reporting - Police Foundations (COMMLL123). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21039		May10	Aug16			Online (OL)	$346.16

Conflict Management CONFSS426

Develop the ability to intervene in conflict and crisis situations commonly encountered in policing. Learn to recognize behaviour patterns that may lead to violent encounters and appropriate legal responses in these encounters. Prerequisites: LAWSPF303 and LAWSPF401. 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21221		May10	Aug16			Online (OL)	$384.80

Crime & Society SSCI10020 (E)

Explore the political, legal, social and cultural dimensions of criminal acts, including organized crime, acts of violence and white-collar crime. Examine the Young Offenders Act, the insanity defense, extradition and minimum sentencing, and consider how class, race, ethnicity, gender and age shape perceptions, behaviour and policy.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22379	TU	Apr30	Jul30	6:30-9:30	14	Classroom (FF)	$325.08

Criminal And Civil Law LAWSPF301

Develop legal research and analysis skills. Learn to analyze and classify offences and identify possible defences in criminal cases, examine the rights and obligations of citizens in civil law, and the responsibilities and limitations of citizens and police officers according to the Charter of Rights and Freedoms. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21340		May10	Aug16			Online (OL)	$346.16

Criminal Code LAWSPF302

An introduction to the most common Criminal Code offences as you examine those offences against the person, property, weapons and public order. You will apply knowledge acquired in Criminal and Civil Law to be able to determine the facts in issue for the offences discussed. Prerequisite: Criminal and Civil Law (LAWSPF301). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21178		May10	Aug16			Online (OL)	$346.16

Criminal Code And Federal Statutes LAWSPF402

You will analyze elements of offences related to weapons and the Firearms Act, controlled drugs and substances and the Controlled Drugs and Substances Act. Provisions of other Federal Statutes and their relationships with the Criminal Code will also be examined. Prerequisite: Criminal and Civil Law (LAWSPF301). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21041		May10	Aug16			Online (OL)	$346.16

Emergency Services Practical Assessment-D HLTH10128
29108 MO/WE/FR Apr29 May17 9:00-10:30 9 Classroom (BF) $108.36

Criminology - Police Foundations SSCISS281 (E)

Examine various theoretical explanations of criminal and deviant behaviour. You will relate criminology theory to various types of criminal activity, examine the reality of crime in Canada through crime statistics and correlations of criminal behaviour and discuss the impact of theory on the criminal justice system. 30 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21177		May10	Aug16			Online (OL)	$262.40

Diversity and First Nations SSCI10017

Examine inequality in various social settings, including but not limited to: race, gender, ethnicity, class, and sexual orientation. Enhance knowledge of important issues in the Aboriginal cultures of Canada, and explore the legal status of Aboriginal people and Aboriginal rights and self determination. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21222		May10	Aug16			Online (OL)	$346.16

Interpersonal & Group Dynamics SSCIPF202 (E)

Learn to apply knowledge of interpersonal relations and group dynamics working with individuals or in a team. Effective communication skills, group cohesiveness and group decision-making are discussed. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21042		May10	Aug16			Online (OL)	$367.10

Investigation And Evidence LAWSPF404

Examine the requirements of the investigation beyond the interview. Learn the rules of evidence and develop the ability to apply said rules in the collection and presentation of evidence in a court of law. Forensic requirements, statute law and other related issues will be emphasized. 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21187		May10	Aug16			Online (OL)	$384.80

Police Powers 1 LAWSPF303

Examine pertinent sections of the Canadian Charter of Rights and Freedoms and their impact on Canadian Criminal Procedure. Topics include citizen and police arrest and release authorities, police powers and search and seizure with and without a warrant, police discretion and implications. Equivalent to Powers of Arrest (LAWSLS303). Prerequisite: LAWSPF301. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22753		May10	Aug16			Online (OL)	$346.16

Principles Of Ethical Reasoning LAWSPF106

Intended for law enforcement professionals, this course explores personal and professional ethical issues. Learn to clarify values, establish a framework for ethical decisions and appreciate the importance of moral philosophy in decision making. 45 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21339		May10	Aug16			Online (OL)	$367.10

Provincial Offenses LAWSPF401

Learn to interpret and apply provincial statutes, with emphasis on arrest, search and seizure authorities, common offences, and involvement of non-police agencies. Equivalent to Provincial and Federal Offences (LAWSLS413). 48 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21040		May10	Aug16			Online (OL)	$384.80

Traffic Management LAWSPF309

Learn to navigate and apply the Provincial Traffic Law, with emphasis on locating topics in the Acts and Regulations, mastering the definitions required to interpret traffic law and applying the law concerning Police Authorities, drivers licenses, permits and rules of the road. Practice interpersonal strategies and procedures for motor vehicle stops. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21065		May10	Aug16			Online (OL)	$346.16

Youth In Conflict With The Law LAWSPF305

Examine the handling of young offenders within the judicial system. Develop understanding of relevant legislation, detention, interviewing and processing, disposition alternatives, extra-judicial measures and rehabilitation options. Prerequisite: Canadian Criminal Justice System (LAWSPF111). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21179		May10	Aug16			Online (OL)	$346.16

Security and Investigation

Questions?
Call: 905-575-1212 ext.3244
Email: cehumserv@mohawkcollege.ca

Online Learning Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Note: Private Investigator and Private Security licensing and testing is outlined at www.mcscs.jus.gov.on.ca

Computer/Cyber Crime LAWS10084

Develop understanding of information technology infrastructures, and legal procedures for search and seizure of digital evidence in preparation for a criminal prosecution. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21355		May10	Aug16			Online (OL)	$346.16

Corporate Crime Investigation LAWS10088

Examine white-collar crime, with a focus on corporate offenders, types of corporate crime, the costs of corporate crime and society's response. Of interest to various law enforcement professionals. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21392		May10	Aug16			Online (OL)	$346.16

Investigative Techniques for Motor Vehicle Collisions LAWS10089

Develop skills in identifying, examining, and interpreting physical evidence and collision events. Determine when a Collision Reconstructionist is required and learn to interpret collision reconstruction reports. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21391		May10	Aug16			Online (OL)	$346.16

Private Investigator-Licensing Requirements LAWS10091

Complete the training and study the curriculum for the private investigator's test as mandated by the Ministry of Community Safety and Correctional Services. 5 in class dates April 20, 21, 27, 28, and May 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21976	SA/SU	Apr20	May4	8:00-6:00	5	Classroom (FF)	$381.25

Private Security - Licensing Requirements LAWS10087

Complete the training and study the curriculum for the security guard's test as mandated by the Ministry of Community Safety and Correctional Services. Please note that this course includes Emergency Level 1st Aid certification training which is required prior to writing the Ministry's test. Training manual/supplies required may be purchased from the instructor (approx. $45.00). CRN 21980 4 in class dates April 20, 21, 27, and May 4th. CRN 21985 4 in class dates May 25, 26, June 1, and June 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21980	SA/SU	Apr20	May4	8:00-6:00	4	Classroom (FF)	$309.60
21985	SA/SU	May25	Jun2	8:00-6:00	4	Classroom (FF)	$309.60

Tundra - Close Protection

Learn the skills required to become a Close Protection Officer through a series of courses developed in partnership with Tundra Strategies, a Global provider of Close Protection and Security Operations. The Tundra/Mohawk Close Protection courses have been developed from years of operational experience received from working within Government, Diplomatic and Private Organizations that perform Close Protection and Covert Surveillance operations around the world.

Tundra provides one of the most comprehensive private Close Protection courses available by using a training program that focuses on the key fundamentals and supporting skill requirements, conducted through a system of progressive courses that continue to add new teaching points while building on previously learned skills. You will complete more than 250 hours of instruction and employ the use of simunition - based firearms scenarios, judgemental training through the use of the Virtra Combat Simulator and multi-faceted classroom and practical teaching methods.

Tundra's instructors are former Canadian Special Operations Personnel with documented Close Protection experience at the diplomatic and government levels.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca or info@tundragroup.ca
Web: www.tundragroup.ca

Admission Requirements

- You must have completed a criminal record check and vulnerable sector check from the RCMP or equivalent agency. A valid driver's license is also required for some course work.
- You must complete and submit a personal information form for evaluation.

Program of Studies

Mandatory Courses:		Hours
LAWS10117	Close Protection Pistol	42
LAWS10120	Close Protection Course 1	42
LAWS10121	Close Protection Course 2	42
LAWS10122	Close Protection Course 3	42
LAWS10123	Close Protection Course 4	42
LAWS10133	Close Protection Basic Driving	24
LAWS10134	CP Advanced Exercise	18

These courses take place at the Tundra facility located at 1393 Centre Line Road, Clearview, ON (south of Wasaga Beach and West of Barrie).

Class times are scheduled 8 a.m. to 5:30 p.m. most days. However, this program is very scenario and planning based, so students must understand they will be expected to work odd hours and they will have homework that will need to be completed every night.

Close Protection Pistol — LAWS10117(SA)

Cover the fundamentals of tactical pistol and apply them to the requirements and application of a Close Protection Officer for any environment.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22278	MO-FR	Jun3	Jun7	8:00-5:30	5	Other	$1496.10

Close Protection Course 1 — LAWS10120(SA)

Focus on the fundamentals of Close Protection Operations through the use of both classroom and practical applications. Includes operational planning and the use of simunition-based firearms scenarios. Prerequisite: Close Protection Pistol.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22345	MO-FR	Jun10	Jun14	8:00-5:30	5	Other	$1846.10

Close Protection Course 2 — LAWS10121(SA)

Build on the fundamentals of Course 1 and focus on counter surveillance, threat identification and motorcade operations as it pertains to Close Protection Operations. Prerequisite: Close Protection Course 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22347	MO-FR	Jun17	Jun21	8:00-5:30	5	Other	$1571.10

Close Protection Course 3 — LAWS10122(SA)

Continue to build on the fundamentals of Close Protection, while focusing on Threat Management and Integrating Support Functions (defensive marksman, canine, surveillance). Prerequisite: Close Protection Course 2.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22351	MO-FR	Jun24	Jun28	8:00-5:30	5	Other	$1271.10

Close Protection Course 4 — LAWS10123(SA)

An advanced course focusing on leading a Close Protection team, mission planning and analysis and scenario driven training. Prerequisite: Close Course 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22361	MO-FR	Jul1	Jul5	8:00-5:30	5	Other	$1271.10

Close Protection Basic Driving — LAWS10133(SA)

Focus on the basic security driving skills necessary to operate effectively as a driver in a Close Protection team or motorcade. Prerequisite: Close Protection Course 4.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22396	MO-WE	Jul8	Jul10	8:00-5:30	3	Other	$1184.20

Close Protection Advance Exercise — LAWS10134(SA)

Students are assigned a simulated Close Protection mission. As a team, students are tasked with executing all aspects of the mission including planning and analysis. This will take place over a two day period. Prerequisite: Close Protection Basic Driving.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22397	TH/FR	Jul11	Jul12	8:00-5:30	2	Other	$806.90

WORKING WITH CHILDREN & YOUTH

Autism and Behavioural Science Graduate Certificate (164)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 12 courses

Students in the Autism and Behavioural Science program will understand evidence-based treatments and how they are used to teach children with autism, and design, implement and evaluate behavioural strategies. Students will complete two field placements in community settings, such as hospitals, clinics, classrooms or residential settings, to obtain real work experience.

Questions?

Call: 905-575-2706
Email: disted@mohawkcollege.ca or shelley.kitchen@mohawkcollege.ca
Web: disted.mohawkcollege.ca/autism

Admission Requirements

- To be eligible for this certificate you must have as a minimum an Ontario College Diploma or a university degree from a recognized institution.
- Prior approval for this certificate is necessary. Please mail a copy of your educational qualifications to Distance Education, Mohawk College, P.O. Box 2034, Hamilton, Ontario L8N 3T2 or fax to 905-575-2381.

Program of Studies

Mandatory Courses:		Hours
HSCI10041	Introduction to Autism Spectrum Disorder	42
HSCI10042	Introduction to Applied Behavioural Analysis	60
EDUC10028	Behavioural Skill Building	45
EDUC10029	Parent and Staff Training	30
HMNS10005	Working with Families and Teams	45
EDUC10034	Ethics and Professionalism	30
EDUC10030	Specialized Instructional Strategies	60
EDUC10031	Transition Planning and Implementation	30
HMNS10006	Treating Challenging Behaviour	45
WORK10019	Field Placement 1 (Spring only)	140
WORK10020	Field Placement 2 (Spring only)	210
CONF10004	Non Violent Crisis Intervention	

Important Notes:
The Non-Violent Crisis Intervention course (CONFMHN08) is offered Saturday May 4, 2013. Equivalent to CONF10004. Refer to the index.

Autism Field Placement: Details can be found on our website.

Autism - Introduction to Autism Spectrum Disorder (ASD) HSCI10041(SA)

Examine the core features and diagnostic criteria for the five major ASD syndromes including Autism, Asperger Syndrome, Rett Syndrome, Childhood Disintegrative Disorder and Pervasive Developmental Disorder NOS. Develop an introductory understanding of neurodevelopment and behaviour of children with ASD.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21323		May10	Aug16			Online (OL)	$346.16

Behavioural Skill Building EDUC10028(SA)

Review basic behaviour principles and teaching strategies. Examine curriculum development with emphasis on speech and language, social and play skills, personal care skills and inclusion into less restrictive environments. Learn to use the Assessment of Basic Language and Learning Skills (ABLLS). Prerequisites: Autism - Introduction to Autism Spectrum Disorder (HSCI10041) and Introduction to Applied Behaviour Analysis (HSCI10042).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21334		May10	Aug16			Online (OL)	$367.10

Ethics and Professionalism EDUC10034(SA)

Examine the foundations of ethical thinking and decision-making within a behavioural framework. Consider professional codes of ethics and other practice standards for behavioural analysts and critically evaluate your own professional development needs. Prerequisite: Autism - Introduction to Autism Spectrum Disorder (HSCI10041).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21328		May10	Aug16			Online (OL)	$282.40

Field Placement 1 WORK10019(SA)

This placement can only be started after students have successfully completed Intro to ASD, the Introduction to ABA, Ethics and Professionalism and a successful police check.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22095		Apr4	Aug1			Online	$333.12

Field Placement 2 WORK10020(SA)

This placement can only be started after all nine theory courses have been successfully completed, as well as Field Placement 1.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22096		Apr4	Aug1			Online	$475.37

Introduction to Applied Behaviour Analysis HSCI10042(SA)

Examine the principles of applied behaviour analysis (ABA), the basis for Intensive Behavioural Interventions (IBI). Learn basic terminology, when and how to use these techniques and how to access and interpret journal publications in the field of autism and applied behaviour analysis. Prerequisite: Autism - Introduction to Autism Spectrum Disorder (HSCI10041).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21324		May10	Aug16			Online (OL)	$455.60

Parent and Staff Training EDUC10029(SA)

Develop techniques for training others to implement behaviour change plans (technology transfer). Topics include presentation formats, procedural integrity, performance feedback, evaluation, and challenges associated with mediator training. Prerequisites: Autism - Introduction to Autism Spectrum Disorder (HSCI10041) and Introduction to Applied Behaviour Analysis (HSCI10042).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21168		May10	Aug16			Online (OL)	$262.40

Specialized Instructional Strategies EDUC10030(SA)

Examine common evidence-based behavioural approaches for teaching new skills in language, academics, daily living, play, and social skills to individuals with autism. Consider terminology, technique and rationale for the various approaches. Prerequisites: Autism - Introduction to Autism Spectrum Disorder (HSCI10041) and Introduction to Applied Behaviour Analysis (HSCI10042).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21167		May10	Aug16			Online (OL)	$455.60

Transition Planning and Implementation EDUC10031(SA)

Learn to plan and mediate transitions for children with ASD. Examine models for effective transition planning, assessment and evaluation, differing perspectives on transitions within and across environments, developing collaborative relationships with parents and professionals, understanding transition practices and relevant legislation. Prerequisite: Behavioural Skill Building (EDUC10028).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21333		May10	Aug16			Online (OL)	$262.40

Treating Challenging Behaviour HMNS10006(SA)

Explore various procedures for assessing and treating challenging behaviours by individuals with autism / Autism Spectrum Disorder. Recognized techniques and ethical considerations are emphasized. Prerequisites: Introduction to Applied Behaviour Analysis (HSCI10042) and Ethics and Professionalism (EDUC10034).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21327		May10	Aug16			Online (OL)	$367.10

Working with Families and Teams HMNS10005(SA)

Explore theories, and current approaches to working with families of children with Autism Spectrum Disorders. Develop the skills required to collaborate with and function effectively as a member of a multi-disciplinary team. Prerequisites: Autism - Introduction to Autism Spectrum Disorder (HSCI10041) and Introduction to Applied Behaviour Analysis (HSCI10042).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21326		May10	Aug16			Online (OL)	$367.10

Child & Youth Worker Diploma (610)

ONTARIO COLLEGE ADVANCED DIPLOMA

Learn your role as part of the treatment team facilitating change in children and youth who are experiencing a range of social, emotional, family, or behavioural challenges in their lives. Develop therapeutic relationships with children and youth in a variety of diverse settings that include, residential and day treatment centres, mental health clinics, community settings, child protection, custody, schools, group homes, and more.

Questions?
Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/cyw

Admission Requirements
- O.S.S.D with a minimum of 70% in grade 12 English (guideline). Courses are restricted to those who have applied and been accepted. Visit the website for information on how to apply.
- Prior to acceptance potential students may complete some courses i.e. Communications, General Education Elective, etc. Visit the website for more information.
- A criminal background check may be required before beginning placement.

Adolescence: Treatment Approaches & Issues HMNSCC358(SA)

Semester 3. Focus on the techniques & formulation skills needed to employ effective intervention strategies which meet the needs & goals of youth in treatment and in the community. Blended delivery: 24 hrs in class, 32 hrs online. In class dates are Jul 8, Jul 22 and Aug 12.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22183	MO	Jul8	Aug23	9:00-6:00	3	Blended (FF)	$420.79

Advanced Therapeutic Programming HMNSCC362(SA)

Semester 3. Select and modify therapeutic activities for the exceptional child using art, play music, and movement therapies. Prerequisites: HMNSCC162. Blended delivery: 33 hrs in class and 9 hrs online. 6 in class dates are Fri May 3 & Sat 4, Fri May 24 & Sat 25, Fri June 21 & Sat 22.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22207	FR SA	May3	Jun22	6:30-9:30 9:00-6:00	6	Blended (FF)	$325.08

Cognitive Behaviour Modification In CYW HMNSCC457(SA)

Semester 4. Presents two treatment approaches: the theory and techniques of Behaviour Modification and Cognitive Behavioural Modification. Each theory will be examined on its own merit and then studied in terms of an integration of the two approaches. Blended delivery: 18 hrs in class and 10 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22211	WE	Apr24	Jun26	6:30-9:30	10	Blended (FF)	$216.72

Field Work Practicum 1 WORKCC255(SA)

Contingent on completion of required course work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22213						FieldWork	$699.22

Field Work Practicum 2 WORKCC455(SA)

Contingent on completion of required course work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22218						FieldWork	$789.81

Field Work Practicum 3 WORKCC655(SA)

Contingent on completion of required course work.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22221						FieldWork	$849.83

Early Childhood Education Diploma (213)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 22 courses

Prepare to work in municipal or private institutions offering educational care for preschool children. Meets the certification requirements of the Association for Early Childhood Education.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/ece

Online Learning Questions?

Call: 905-575-2703 or 905-575-1212 ext. 4536
Email: disted@mohawkcollege.ca or leah.maccharles@mohawkcollege.ca

Admission Requirements

- Grade 12 English (70% guideline).
- Volunteer experience in child care is strongly recommended.
- Courses are restricted to those who have applied and been accepted. First time applicants apply in the spring of each year with an application deadline in June. The program begins in the fall for successful applicants.
- Potential students may complete: Communications, Critical and Innovative Thinking, or an elective prior to being accepted.
- Communicable Disease Screening and a Criminal Background Check may be required before beginning placement. Contact the Program Manager for details.

Program of Studies

Refer to the website for details

Administration and Supervision in ECE EDUC10077(SA)

Examine the administrative procedures and supervisory functions required to operate a child care program. Develop the technical and interpersonal skills that ensure an efficient operation. Equivalent to Supervision and Administration (EDUCEC332). Prerequisite: Learning Environment 1(EDUCEC115). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21423		May10	Aug16			Online (OL)	$346.16

Child Development 1 EDUC10051(SA)

Study the principles of human development, from conception to birth (Part One) and during the first two years of life (Part Two), with a focus on the interrelationship between the child and his/her world. Equivalent to Child Development & Behaviour 1 (EDUCEC121). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21378		May10	Aug16			Online (OL)	$346.16

Health, Safety & Nutrition HLTHEC101(SA)

Year 1 and 2. Deal with the basic principles of health, safety & nutrition in young children, focusing on the role of the Early Childhood Educator. Blended delivery: 18 hrs in class and 10 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21960	TH	Apr25	Jun20	6:30-9:30	9	Blended (FF)	$216.72

Infant and Toddler Learning Environment EDUC10074(SA)

Year 1 & 2. Examine infant and toddler development. Explore positive communications. Relate concepts and principles of child development to curriculum. Design appropriate infant and toddler environments to support developmentally appropriate curriculum. Blended delivery: 22hrs in class and 20hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22741	TU	Apr23	Jul23	6:30-9:30	14	Blended (FF)	$325.08

Wellness for Children HLTH10121(SA)

Learn to optimize Safety, Nutrition and Health in a child care environment. Focus on infection control, minimizing indoor and outdoor safety risks, and ensuring nutritional balance. Equivalent to Health, Safety and Nutrition (HLTHEC101). 28 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21105		May10	Aug16			Online (OL)	$248.44

Working with Parents EDUC10076(SA)

Learn to work effectively with parents. Examine the dual role of parents as a resource and client, and the role of child care as a support system for families. Develop skills necessary to plan, implement and evaluate parent meetings. Equivalent to Parents as Partners (EDUCEC420). Prerequisite: Field Placement 1 and Seminar (WORKEC298).42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21422		May10	Aug16			Online (OL)	$346.16

Field Placement 1 & Seminar WORKEC298(SA)

Students must attend a mandatory seminar on Saturday April 13. Contact us for details.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21956						FieldWork	$337.87

Field Placement 2 & Seminar WORKEC299(SA)

Students must attend a mandatory seminar on Saturday April 13. Contact us for details.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21957						FieldWork	$623.55

Field Placement 3 & Seminar WORKEC398(SA)

Students must attend a mandatory seminar on Saturday April 13. Contact us for details.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21958						FieldWork	$623.55

Field Practicum 2 WORKRT051
29164 May13 Aug31 FieldWork $524.00

Field Placement 4 & Seminar WORKEC399(SA)

Students must attend a mandatory seminar on Saturday April 13. Contact us for details.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21959						FieldWork	$517.44
29210		Jul8	Aug20			FieldWork	$583.29

Early Childhood Education - Leadership and Administration Certificate (932)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 7 courses

Participate in courses designed through a collaborative effort between Early Childhood Educators from community centres and staff from Affiliated Services for Children and Youth. Benefit from the guidance of these community leaders and their extensive professional experience in Early Learning and Care by gaining training and skills needed when working within Early Childhood Education communities. Competencies from the Occupational Standards for Child Care Administrators will be incorporated.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/eceleadershipadmin

Online Learning Questions?

Call: 905-575-2703 or 905-575-1212 ext.4536
Email: disted@mohawkcollege.ca or leah.maccharles@mohawkcollege.ca

Admission Requirements

- An ECE Diploma or recognized equivalent.

Program of Studies

Mandatory Courses:		Hours
COMM10174	Communications & Relationships	30
EDUC10053	ECE - Leadership & Development	30
EDUC10054	Reg, Facilities, & Governance	30
EDUC10057	Family & Community Engagement	30
EDUC10058	ECE - Leadership in Action	30
FINC10005	Financial Management & Planning	30
HRES10018	HR in Early Learning & Care	30

Family and Community Engagement EDUC10057(SA)

Investigate creating family friendly environments and the importance of developing partnerships and strong community relationships. Explore strategies to support a culture of respect for all families, promote family involvement, and utilize community resources. Blended delivery: 18 hrs in class, 12 hrs online via eLearn.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22755	TU	Apr23	Jun25	6:30-9:30	10	Blended (FF)	$232.20

Management Leadership Skills and Staff Development for Early Childhood Education EDUC10078

Focus on effective communication and leadership theory and develop a leadership style appropriate for ECE administration. Develop techniques for hiring and maintaining quality ECE staff. Equivalent to ECE Leadership and Development (EDUC10053). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21491		May10	Aug16			Online (OL)	$346.16

Early Childhood Education Resource Teacher Certificate (813)

ONTARIO COLLEGE GRADUATE CERTIFICATE

Graduation Requirement: 8 courses

A Post-diploma certificate providing ECE graduates with training to work with children with special needs. Focus on integration and programming for individuals and groups. Graduates will be qualified to become Resource Teachers as defined by the Day Nurseries Act.

Questions?

Call: 905-575-1212 ext. 3244
Email: cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/eceresourceteacher

Admission Requirements

- An ECE Diploma or recognized equivalent.

Program of Studies

Mandatory Courses:		Hours
EDUCRT001	Intro to Resource Teaching	36
HMNSRT011	Individual Development Plan 1	36
HMNSRT031	Working With Families	36
HMNSRT041	Individual Development Plan 2	36
HMNSRT061	Advocacy In Schools & Community	36
LIBRRT071	Co-Ordinating Resources	36
WORKRT021	Field Practicum 1	105
WORKRT051	Field Practicum 2	105

This program will begin fall 2013. Application available online. Contact the Program Manager for details.

Educational Assistant Diploma (727)

ONTARIO COLLEGE DIPLOMA

Graduation Requirement: 26 courses

Obtain the knowledge, skills and aptitudes to work with and support children with special needs in a classroom or educational environment.

Questions?

Call: 905-575-2703 or 905-575-1212 ext. 3244
Email: disted@mohawkcollege.ca or cehumserv@mohawkcollege.ca
Web: ce.mohawkcollege.ca/ea

Admission Requirements

- Gr. 12 English and Gr. 10 Math (70% guideline).
- Current volunteer classroom experience with two letters of recommendation on school letterhead.
- Courses are restricted to those who have applied and been accepted. Refer to website for applicant form and acceptance timelines.
- Potential students may complete Psychology, Communications, Mathematics and general electives prior to being accepted.
- A criminal background check is required and first-aid training and NVCI are strongly recommended prior to Practicum 2 (EDUCEDE16).
- Placement packages will be available to registered students in the course site. Students may not begin placement until packages are completed and approved.

Program of Studies

Refer to the website for details

Adaptive Computer Technology in Education COMP10006(SA)

Learn to use adaptive technology to assist special needs children. USB drive required. NOTE: You must have experience in Word, Excel, PowerPoint and Internet search techniques. Prerequisite: Computers in Education (EDUCEDE19).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21319		May10	Aug16			Online (OL)	$346.16

Autism Spectrum Disorder- Assisting Student Development EDUC10001(SA)

Develop essential tools for working with children with ASD. Review the work of local professionals and international Autism experts, with emphasis on communication, social skills, behavioral challenges, family, sensory and educational issues. Prerequisites: SAFE10004, EDUCEDE14, 17, 19, 21-23.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21308		May10	Aug16			Online (OL)	$346.16

Classroom Skills — EDUCEDE21(SA)

Examine the Ontario Curriculum, with emphasis on language arts, mathematics, one content area and physical education. Develop understanding of teamwork in a classroom and become more effective in assisting learners. Prerequisites: Safety In An Educational Setting (SAFE10004), Foundations of Education (EDUCEDE14), and Personal and Interpersonal Dynamics (EDUCEDE17).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21285		May10	Aug16			Online (OL)	$346.16

Computers In Education — EDUCEDE19(SA)

Learn to use Ministry of Education Software and other programs to enhance skills in working with exceptional learners. Keyboarding and computer skills required. Prerequisites: SAFE10004, EDUCEDE14-17. Since access to Ministry software is required, you must be completing a placement within a confirmed school site.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21286		May10	Aug16			Online (OL)	$346.16

Cultural Diversity In An Educational Setting — EDUC10002(SA)

Learn to promote inclusivity in the classroom. Examine racism, multiculturalism, equity and diversity, social and political issues, and barriers to understanding and open communication.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21012		May10	Aug16			Online (OL)	$346.16

Exceptionalities 1 — EDUCEDE22(SA)

Explore suitable approaches for working with students with exceptionalities, their parents, and professional colleagues. Learn appropriate strategies for managing behavioural and/or emotional challenges. Prerequisites: Safety In An Educational Setting (SAFE10004), Foundations of Education (EDUCEDE14), and Personal and Interpersonal Dynamics (EDUCEDE17).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21288		May10	Aug16			Online (OL)	$346.16

Exceptionalities 2 — EDUCEDE23(SA)

Discuss the types of communications exceptionalities and their implications for students. Integrate previous learning on behaviour management and other aspects of communications. Prerequisites: SAFE10004, EDUCEDE14-22.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21071		May10	Aug16			Online (OL)	$346.16

Exceptionalities 3 — EDUCEDE26(SA)

"Intellectually Challenged" will describe intellectual challenges, team roles, expectations, skills & supports for intellectually challenged individuals. "Physically Challenged" will describe various types of physical challenges and how to effectively assist physically challenged students. "Multiple Challenged" will describe multiple challenges, roles, exceptions, skills and supports for multiple challenged individuals. Prerequisites: EDUCEDE14-23, SAFE10004.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21300		May10	Aug16			Online (OL)	$346.16

Foundations of Education — EDUCEDE14(SA)

Focus on techniques, ethical practices, historical developments in education and the impact of legislation on the EA's role. Discuss learning styles, observation strategies and data collection in a classroom setting and community supports.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21252		May10	Aug16			Online (OL)	$346.16

Learning Strategies — EDUC10004 (E) (SA)

Help your students learn more effectively. Develop understanding of how we learn, remember, and solve problems. Learn to identify learning needs, and apply various strategies to support learning.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21325		May10	Aug16			Online (OL)	$346.16

Lifeskills and Job Coaching — EDUC10037(SA)

Focus on the job coaching role. Learn to assist the exceptional learner with basic life skills and job readiness training.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21244		May10	Aug16			Online (OL)	$346.16

Mathematics — MATH10038

Review basic math with a focus on the 5 strands identified by the Ontario Ministry of Education in the Ontario Curriculum. Topics include Number Sense and Numeration; Measurement; Geometry; Patterning and Algebra; and Data Management and Probability.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21492		May10	Aug16			Online (OL)	$346.16

Personal And Interpersonal Dynamics — EDUCEDE17(SA)

Enhance personal and professional skills in organizing information, analyzing tasks and situations, and selecting and implementing solutions. Analyze issues, philosophy and techniques related to behaviour management in educational settings. Prerequisites: SAFE10004 and Foundation of Education (EDUCEDE14).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21193		May10	Aug16			Online (OL)	$346.16

Practicum Preparation 1 — EDUC10075(SA)

Prepare for field placement, with emphasis on the Educational Assistant's role, collaboration with other professionals, and requirements for participating in the practicum. Equivalent to Practicum 1 (EDUCEDE15). Prerequisites: Foundations of Education (EDUCEDE14) and Safety In An Educational Setting (SAFE10004).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21484		May10	Aug16			Online (OL)	$346.16

Practicum 2 — EDUCEDE16(SA)

Under the guidance of a supervising teacher or school team, support learners effectively and demonstrate professional interactions in a Primary/Junior, Intermediate or Secondary educational division. Prerequisite: Practicum Prep. 1 (EDUC10075).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21010		May10	Aug16			Online (OL)	$470.00

Practicum 3 — EDUCEDE24(SA)

Under the direction of a teacher, demonstrate capability in assisting students with three types of exceptionalities e.g. behavioural, communications, autism, intellectual/developmentally delayed, physical and /or multiple exceptionalities. Prerequisite: Practicum 2 (EDUCEDE16). Corequisite: Exceptionalities 3 (EDUCEDE26).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21301		May10	Aug16			Online (OL)	$470.00

Practicum 4 — EDUCEDE25(SA)

Build on the skills demonstrated in previous field work as preparation for the EA role in your preferred school board. Assist students with three types of exceptionalities not addressed in Practicum 3 in the implementation of their IEPs. Prerequisite: SAFE10004, EDUCEDE14,15,16,17 and 24.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21307		May10	Aug16			Online (OL)	$470.00

Safety In An Educational Setting — SAFE10004(SA)

Examine safety issues associated with physical care, coping with behavioural challenges, physical restraint, handling medical conditions, legislative requirements and WHMIS. You must complete this course before registering for a placement.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21299		May10	Aug16			Online (OL)	$346.16

Total Communication Part 1 — EDUC10040(SA)

Investigate non-verbal communication issues with particular focus on supporting deaf and hard of hearing students. Learn basic signed English, and explore non-verbal communication options and Sign Language issues.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21013		May10	Aug16			Online (OL)	$346.16

Total Communication Part 2 — EDUC10041(SA)

Continue to examine teaching and implementation strategies to enhance communication skills, given different limitations and exceptionalities. Prerequisite: Total Communication Part 1 (EDUC10040).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21143		May10	Aug16			Online (OL)	$346.16

Media and Entertainment

CERTIFICATES AND COURSES

Read more at
ce.mohawkcollege.ca/media-entertain

Capture the moment. Pull some strings.

Discover the world of Media and Entertainment at Mohawk College, and open yourself to new artistic opportunities. Whether you're exploring your options or fine tuning your skills, our certificates, courses and workshops in music, photography and graphic design focus on teaching new techniques, and offering practical experience.

Become the next sensation

Hamilton aims to become a creative industrial hotbed in Canada*. You can be a part of this future.

*www.investinhamilton.ca/why-hamilton/top-ten-reasons/

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COMPUTER - GRAPHICS

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca

Software is your responsibility and is not included in course fees.

Adobe Illustrator — COMP10119

Learn to create digital files for graphic design projects using Adobe Illustrator, an increasingly popular tool for graphic design. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21080		May10	Aug16			Online (OL)	$346.16

Adobe InDesign Basics — COMP10120

Learn to use this popular desktop publishing and design software. Create single and multiple page documents with columns, integrate text and graphics and use other features for pamphlets, newsletters, flyers, etc. Access to Adobe InDesign CS5 required. 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21079		May10	Aug16			Online (OL)	$346.16

Introduction to Photoshop — INFOPY114

Learn the tools and commands of this popular program. Topics include inputting photographic images; adjustments; controlling such functions as colorizing, blurring and distorting; adding text; combining images; and preparing files for outputting to hardcopy. Software version CS4 or CS5 or CS6 required. Equivalent to Introduction to Digital Imaging/Photoshop (PHTOPY110). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21379		May10	Aug16			Online (OL)	$346.16

Photoshop - Level 2 — INFO10047

Master advanced Photoshop applications, including preparing images for print or web use, quick mask, blending images, colour mapping and alpha channels. Prerequisite: Introduction to Photoshop (INFOPY114). Software CS4 or CS5; required. Equivalent to Advanced Digital Imaging/Photoshop (PHTOPY120). 42 hours

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
21380		May10	Aug16			Online (OL)	$346.16

MUSIC

Music Certificate (809)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 13 courses

Explore new musical horizons through a basic study of music and develop a sound foundation for more advanced studies such as arranging and composition. On successful completion of the program, you will have developed your theoretical musical ability to the entrance level of the three-year Applied Music program at Mohawk College.

Questions?
Call: 905-575-2203 or 905-575-1212 ext. 3152
Email: ceengty@mohawkcollege.ca or bill.wright@mohawkcollege.ca
Web: ce.mohawkcollege.ca/music

Admission Requirements

- Open to absolute beginners or individuals at any stage. You may qualify for credit for previous musical experience.
- Level 1 instruments and vocals require no previous experience. You must supply your own instruments where applicable and pay for texts.
- Successful completion of Senior Secondary School English or equivalent.

Program of Studies

Mandatory Courses: **Hours**

MUSCMU020 Theory - Preliminary 26
MUSCMU123 Theory 1 26
MUSCMU223 Theory 2 26
MUSCMU140 Ear Training 1 (Solfege) 26
MUSCMU100 Piano - Adult Class 1 ..... 19.5
MUSCMU200 Piano - Adult Class 2 ..... 19.5
MUSCPA160 Vocal - Adult Class 1 12

Options - Group 1, 2 and 3 - Choose 6:

Refer to the website for a complete list of courses

Ear Training 2 — MUSCMU240

Continue the training begun in MU140 with attention to sixteenth and triplet rhythms, conducting in two, and singing in key signatures containing three sharps and flats.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22446	MO	Apr15	Jun24	6:00-8:00	10	Classroom (FF)	$150.93

Electronic Music 1 — MUSCMU570

Learn to create music in Mohawk's state of the art lab using computer and synthesizer technology. Work with analog synthesis, MIDI sequencing and digital sampling. No prior computer knowledge required but music making experience recommended.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22457	MO	Apr15	Jul29	6:30-8:30	14	Classroom (FF)	$216.72

Guitar - Adult Class 1 — MUSCPA107

Learn a variety of traditional and contemporary songs to develop left and right hand co-ordination and general musicianship.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22477	TU	Apr16	Jul9	6:30-8:00	13	Classroom (FF)	$150.93
22478	WE	Apr17	Jul10	6:30-8:00	13	Classroom (FF)	$150.93

Guitar - Adult Class 2 — MUSCPA207

Read guitar arrangements of popular tunes and melodies. Some proficiency with chords required. Prerequisite: (PA107) or equivalent.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22479	TU	Apr16	Jul9	8:30-10:00	13	Classroom (FF)	$150.93

Guitar - Adult Class 3 — MUSCPA307

Focus on popular tunes, reading melodies, chords and rhythms. Prerequisite: (PA207) or a knowledge of basic rhythms and notes in the open position.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22480	WE	Apr17	Jul10	8:30-10:00	13	Classroom (FF)	$150.93

Guitar Song Book — MUSC10038

A continuation of the ideas developed in Guitar 3.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22481	TH	Apr18	Jul11	8:30-10:00	13	Classroom (FF)	$150.93

Piano Adult Class 1 — MUSCMU100

Master elementary playing techniques and basic theoretical principles including notation, tones, semitones, rhythm, and major and minor chords. Access to practice piano required. Textbook required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22482	TH	Apr18	Jul11	7:00-8:30	13	Classroom (FF)	$150.93

Piano Adult Class 2 — MUSCMU200

Enhance playing and sight reading techniques as we explore intervals, major scales and basic chording. Classical and popular tunes and duets may also be played. Prerequisite: MU100 or 1 yr playing and sight reading experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22483	WE	Apr17	Jul10	8:30-10:00	13	Classroom (FF)	$150.93

Piano-Adult Class 4 — MUSCMU400

Focus on keyboard harmony as applied in classical and popular music. Develop greater knowledge of major and minor scales, arpeggios and dominant 7ths as you continue to explore traditional and popular tunes. Prerequisite: MU300 or 2 years playing experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22485	TH	Apr18	Jul11	8:30-10:00	13	Classroom (FF)	$150.94

Piano Adult Class 5 — MUSC10028

Continue to build upon the concepts learned in level 3 and 4. Apply this knowledge as you learn to create piano arrangements to suit your own playing ability. Prerequisite: MU400 or 3 years playing experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22484	TH	Apr18	Jul11	8:30-10:00	13	Classroom (FF)	$150.93

NEW! Piano Song Book — MUSC10053

Continue to develop piano skills from previous levels by learning to play a variety of genres and creating your own piano arrangements to suit your individual skill level and style. Prerequisite: Adult Piano 5 or minimum 3 years playing experience with ability to read music. Access to piano required.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22500	WE	Apr17	Jul10	7:00-8:30	13	Classroom (FF)	$150.93

Theory 2 — MUSCMU223

Continue the study begun in Theory 1 which prepares students for the Royal Conservatory Grade 2 Theory Examinations which can be written in May, August or December. Prerequisite: (MU123)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22488	MO	Apr15	Jul22	8:00-10:00	13	Classroom (FF)	$201.24

Vocal-Adult Class 1 — MUSCPA160

Improve singing skills with attention to breath control, voice production, stage deportment and intonation.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22489	TU	Apr16	Jul2	6:00-7:00	12	Classroom (FF)	$92.88
22492	TU	Apr16	Jul2	7:00-8:00	12	Classroom (FF)	$92.88

Vocal-Advanced Adult — MUSCPA360

Enhance your solo performance skills. Get help with voice production, musicianship and interpretation. Prerequisite: (PA160), or equivalent experience.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22493	TU	Apr16	Jul2	8:00-9:30	12	Classroom (FF)	$139.32

The World of Hand Drumming — MUSC10004

Enhance rhythm, creativity and musical expression. Explore various international rhythms and songs in solo and group activities. You must supply your own hand drum (congas, djembe, doumbek or bongos).

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22486	WE	Apr17	Jul10	7:00-8:30	13	Classroom (FF)	$150.93

Musical Performing Ensembles

Questions?

Call: 905-575-1212 ext. 3152

Jazz Improvisation — MUSCMU909

Explore concepts and techniques of jazz improvisation in an ensemble setting (rhythm section and various woodwinds, brass, strings, vocals). Basic understanding of chords and scales required and ability to "read" notated music a definite asset. No audition required. For further information, call 905-575-1212 ext. 3152.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22494	TH	Apr18	Jul11	6:00-8:00	13	Classroom (FF)	$201.24

PHOTOGRAPHY

Photography Certificates - Applied (031) and Art (032)

MOHAWK COLLEGE CERTIFICATE

Graduation Requirement: 8 courses

Develop and enhance your professional skills and photographic techniques in Art and/or Applied Photography in a convenient part time schedule. Become familiar with a wide range of photographic equipment, business and design practices, and studio work.

Questions?

Call: 905-575-2203 or 905-575-2312
Email: anne.king@mohawkcollege.ca
Web: ce.mohawkcollege.ca/photography

Program of Studies

Mandatory Courses:		Hours
PHTOPY109	History of Photography	30
PHTOPY225	Studio Lighting	30
PHTOPY300	Digital Photography 2	30
PHTOPY101	Digital Photography 1	30
PHTOPY110	Intro To Digital Imag/Phot	30

Options - Refer to the website for a complete list of courses

Completion of Certificate

It is your responsibility to monitor your progress through the program. Option credits cannot be used twice.

Cameras

- DSLR
- aperture priority mode
- shutter priority mode
- program mode
- manual mode
- minimum 4 megapixels

Architectural Photography — PHTO10030

Explore the principles and techniques associated with architectural photography while you learn to effectively capture exteriors and interiors through the use of composition, lighting, various lenses, digital processing. Course includes two weekend field trips. Prerequisite: PHTOPY101

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22063	MO	Apr8	Jun17	7:00-10:00	10	Classroom (FF)	$232.20

Digital Photography 1 — PHTOPY101

Achieve better results for your images and a clearer understanding of camera operation. You require a camera and the ability to provide images from CD/DVD or USB drive.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22064	MO	Apr8	Jun17	7:00-10:00	10	Classroom (FF)	$232.20
22065	TU	Apr9	Jun11	7:00-10:00	10	Classroom (FF)	$232.20
22066	WE	Apr10	Jun12	7:00-10:00	10	Classroom (FF)	$232.20
22068	WE	Apr10	Jun12	6:30-9:30	10	Classroom (BF)	$232.20
22067	TH	Apr11	Jun13	7:00-10:00	10	Classroom (FF)	$232.20

Media Photography — PHTOPY105

Photograph news worthy events and bring them to life with a journalistic style that you develop through in-class, self-directed and online modalities. Learn about the practical and professional aspects of photojournalism by covering and reporting on local assignments. Prerequisite: PHTOPY300

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22084	WE	Apr10	Jun12	7:00-10:00	10	Classroom (FF)	$232.20

Nature Photography — PHTOPY106

Learn to photograph various subjects in their natural habitat - flowers, wildlife, insects, geological formations, etc. Saturday field trips May 4,April 20. Prerequisite: Digital Photography 1 (PY101)

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22512	WE	Apr3	Jun5	6:30-9:30	10	Classroom (FF)	$232.20

History of Photography — PHTOPY109 (E)

Focus on the technical development of photography, its recognition as an art form, and its communication role in the modern world.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22072	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20
29065	TH	Apr11	Jun13	6:30-9:30	10	Classroom (FF)	$232.20

Introduction To Digital Imaging/Photoshop — PHTOPY110

Using Adobe Photoshop and your own photographs, learn the fundamentals of digital imagery. Supply photographs and CDR-W for file storage.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22073	TU	Apr9	Jun11	6:30-9:30	10	Classroom (FF)	$232.20
22083	WE	Apr10	Jun12	6:30-9:30	10	Classroom (FF)	$232.20

Advanced Digital Imaging/Photoshop — PHTOPY120

Explore advanced techniques of digital imaging using Adobe Photoshop. Provide photographs and computer storage media. Prerequisite: PHTOPY110

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22062	MO	Apr8	Jun17	6:30-9:30	10	Classroom (FF)	$232.20

Studio Lighting — PHTOPY225

Learn to manipulate natural and artificial light, flash, reflectors, posing and backgrounds for portraits and still life. You require camera, tripod. Course location: Jon Evans Photography, 2C-468 Cumberland Ave. Hamilton. Prerequisite: PHTOPY101

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22086	MO	Apr8	Jun17	6:30-9:30	10	Other	$211.50
22087	MO	Apr8	Jun17	2:00-5:00	10	Other	$211.50

Digital Photography 2 — PHTOPY300

Experiment with new and advanced techniques in digital photography. Prerequisite: PHTOPY101

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22070	TU	Apr9	Jun11	7:00-10:00	10	Classroom (FF)	$232.20

Portraiture — PHTOPY402

Hands-on course covers studio techniques, location shoots, hand-held flash, lenses, composition, posing. Model fee included. Dates are May 11&12 and May 25 &26. Prerequisite:PHTOPY225

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22085	SA/SU	May11	May26	9:00-4:30	4	Classroom (FF)	$353.20

Photography Courses

Courses can be applied to Photography Certificates unless marked non-credit.

Questions?

Call: 905-575-2203 or 905-575-2312
Email: anne.king@mohawkcollege.ca

Photography - Wedding — PHTO10018

Focus on client interviews, engagement portraits, wedding packages, pricing, contracts, etc. Studio and location shoots. (weather permitting) Model fees included. Critique night will be Tues. April 30, 6:30 p.m. - 8:00 p.m.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22190	SA/SU	Apr27	Apr28	9:00-4:30	2	Classroom (FF)	$158.36

Fashion Photography — PHTO10027

A unique opportunity to work with a variety of fashion models and makeup artists in various settings. Hands-on course covers lighting, posing techniques, protocol, ongoing discussion/demonstration, image critique. DSLR and sound knowledge of camera operation required. Dates are June 19,20,22,23,25.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22092	TU-TH SA/SU	Jun25	Jun26	7:00-10:00 9:30-4:30	5	Classroom (FF)	$178.02

NEW! Waterfalls — PHTO10062

On location at Albion Falls, explore techniques to capture local waterfalls using different settings to showcase flow of water and power of the falls. Bring camera /tripod. (polarizer/filters optional). Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22234	SA	Jun1	Jun1	9:30-4:30	1	Other	$66.96

NEW! Baby/Infant Photography — PHTO10063

Studio/hands-on workshop: learn techniques/procedures/protocols used to create images of newborns and infants. Developing a personal style, posing infants, lighting, safety considerations, and more.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22233	SA/SU	May4	May5	9:30-4:30	2	Classroom (FF)	$92.88

NEW! Flash Photography — PHTO10064

Hands-on workshop. Learn theory, procedures, techniques using your small on/off camera flash, Bounce flash, front/rear curtain sync, flash/ambient light balance, fill flash and more.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22228	SA/SU	Apr20	Apr21	9:30-4:30	2	Classroom (FF)	$92.88

Digital Cameras-How To Use Yours Effectively — PHTOCR527

Explore camera controls, resolution, exposure, automatic flash, creativity and composition. Supply your own digital camera. Non-credit.

CRN	DAY(S)	START	END	TIMES	SESS	DELIVERY	FEE
22216	SA	Apr20	Apr20	9:30-4:30	1	Classroom (BF)	$71.10
22219	SA	Apr27	Apr27	9:30-4:30	1	Classroom (FF)	$71.10

Mohawk College Enterprise (MCE)

Mohawk College Enterprise (MCE) is a stand-alone, business to business corporation established by Mohawk College as the sole provider of corporate training and consulting services on behalf of Mohawk College. We provide customized corporate training in three areas; leadership, technology and health sciences. Our leadership portfolio offers a range of workshops and programs on topics such as customer service, problem solving, performance management, supervisory skills and more. We also provide strategic planning consulting. Our technology portfolio includes but is not limited to computer training, health and safety and backflow prevention. Our health sciences portfolio serves customers on a corporate level through customized programs as well as on an individual level with our OAMRS partnership.

For more information on how MCE can provide our services please contact us today at 905-667-6230 or visit us at www.mcecor.com

Backflow Prevention/ Cross Connection Control

Focus on backflow control, cross connection, hazards, maintenance and testing. Write the Ontario Water Works Association "Cross Connection Control Specialist" certification exam at the end of the course. Open to licensed plumbers, steam fitters or engineers or water distribution employees. 5 days, 40 hours. Recertification required after 5 years, 2 days, 16 hours.

Questions?
Call: 905-667-6230
Email: LMacDonald@mcecor.com,
Web: www.mcecor.com

Oil Burner Technician III & II

Qualify for entry level employment with heating and cooling contractors, gas utilities, maintenance companies, manufacturers, etc. Meet Technical Standards and Safety Authority certification criteria.

Study properties of natural gas, propane and fuel oils, combustion, introductory electricity, and relevant legislation.

Questions?
Call: 905-667-6230,
Email: LMacDonald@mcecor.com,
Web: www.mcecor.com

Maintenance Management Professional (MMP) Certificate

Enhance your maintenance management skills and earn a professional MMP designation with this eight-module program from the Plant Engineering and Maintenance Association of Canada.

Questions?
Call: 905-667-6230,
Email: LMacDonald@mcecor.com
PEMAC and CIM Members must contact us to register.

Future Ready Leadership Program for Emerging Leaders

For the first time ever, there were more people in the age group 55 - 64 preparing to leave the workforce than there were people who were getting ready to enter it.

In order to address the leadership gap, MCE has launched a nationally recognized award winning leadership program for aspiring leaders. This program held one day a month over 8 months, provides critical thinking skills and reinforces required behaviours that will prepare for and address organizational change. The program has been designed for all levels of management in all sectors and addresses; The Power of Teams, Embracing Diversity through Impact Communications, Leadership Dynamics, Leading Change, Facilitating Change Managing Performance etc.

Questions?
Call: 905-667-6230, Email: info@mcecor.com
Web: www.mcecor.com

OAMRS-MCE Programs

The Ontario Association of Medical Radiation Sciences and Mohawk College Enterprise (OAMRS-MCE) have partnered to bring new and innovative educational programs to the medical imaging and radiation sciences community across Canada. These recognized and accredited programs will advance your knowledge and practice while providing education hours to satisfy regulatory body requirements.

Questions?
Call: 1-800-387-4674 ext. 115 (Greg Toffner)
or 905-577-5886 (Elizabeth Roediger)
Email: mgrprofsvcs@oamrs.org or
eroediger@mcecor.com,
Web: www.mcecor.com

Manufacturing Leadership Certificate (MLCP)

Examine global competition, advanced technologies and economic challenges influencing the operation of Canadian business and industry. Develop multifaceted leadership skills with a high level of technical expertise, essential for supervisors and managers and those aspiring to these positions. Developed by an alliance of five Ontario colleges and Canadian Manufacturers and Exporters.

For on-site, customized course delivery or information on program completion:
Call: 905-667-6230 or 1-877-670-6230
Web: www.manufacturingleadership.com

Welding

Acquire skills and knowledge to meet Canadian Welding Bureau (CWB) and TSSA standards. Work toward one CWB ticket or the full Welder Operator Certificate Program. Welding skills are assessed before a plan is developed outlining learning requirements.

Full-time Welder Operator Certificate Program: 24 weeks (Monday - Friday/6 hours per day).

New Programs Start: September, November, January, March, May and July.

Mohawk College provides CWB and TSSA testing on-site. Book tests for CWB and TSSA certification at any time or any position. Testing costs are in addition to tuition. Safety boots, safety glasses and school supplies required.

Customized Training Solutions are available with Daily/Weekly sessions to upgrade skills or practice for upcoming tests.

Questions?
Call: 905-575-1212 ext. 5046
Email: alan.fair@mohawkcollege.ca

Important Information

DELIVERY / CAMPUS INFORMATION

Campus Codes & Locations

Blended (XX)
Course includes online and classroom content. (XX) indicates the campus where the classroom component is held.

Classroom (BF)
Brantford Campus
411 Elgin Street,
Brantford, ON N3S 7P5
519-758-6014

Classroom (FF)
Fennell Campus
135 Fennell Avenue West
Hamilton, ON L9C 1E9
905-575-1212

Classroom (HD)
Solidarity Place Worker Education Centre
1130 Barton Street East
Hamilton, ON L8H 7P9
905-547-2944 ext. 22

Classroom (IH)
Institute for Applied Health Sciences
1400 Main Street West
Hamilton, ON L8S 1C7
905-540-4247

Online
Course is online through Mohawk College

Online (OL)
Course is online through OntarioLearn.com

Classroom (OR)
Other
See course description for details.

Classroom (SC)
STARRT Institute
481 Barton Street
Stoney Creek, ON L8E 2L7
905-575-1212 ext. 5000

Field Work
Course work done at placement location.

Campus Closing (Emergency Situations)

Call 905-575-2444 or 519-758-6000 or visit mohawkcollege.ca/closure

In periods of bad weather or emergency situations, monitor local radio broadcasts (generally after 3:00 p.m.) or visit mohawkcollege.ca/closure for campus closure announcements. These are the only methods of providing advance notice.

Room Listings

Room numbers for courses at all campuses are available at ce.mohawkcollege.ca/room-listings after 3:00 pm on the first day of each term. Classroom locations are also posted at the main campus entrances.

NOTE: Room numbers can change as late as 4:30 p.m. each day. Please check the schedule frequently.

Parking Information & Transportation

Fennell, Brantford & STARRT
Continuing Education evening and weekend students at Fennell, Brantford and STARRT campuses will automatically receive a parking pass with your Acknowledgement of Registration. A transportation fee of 69 cents per student contact hour is included for courses offered at these locations.

NOTE: If you are taking a course during the day or a course where there are no fees, you will be required to buy a parking pass.

For information, visit the Parking or Student Services office at your campus or The Square at Fennell Campus.

If you have purchased a full-time parking pass, you may return your evening pass to the Parking Office. Visit www.mohawkcollege.ca/parking and complete the CE Transportation Fee Credit Request form.

IAHS (Institute for Applied Health Sciences)
McMaster University provides parking services for the Institute for Applied Health Sciences. McMaster University parking guidelines will apply. Purchase permits at the E.T. Clarke Centre, Room 102 at McMaster. Payment options include cash, cheques, debit, MasterCard and Visa. Student I.D. card required. Parking for single evenings and/or weekends is $6 payable upon exit at automated attendant.

Questions?
905-525-9140 ext. 24232

Public Transportation
The Hamilton Street Railway provides bus service to most Hamilton College locations. Contact HSR at 905-527-4441 or hamilton.ca/hsr for details about routes, schedules, etc.

Accessible Parking
You must have a Mohawk College parking permit to park on College property. Individuals who require accessible parking and have a Ministry of Transportation Accessible Parking Permit may contact the Mohawk College Parking Office to purchase a Mohawk College Parking Permit. Those who do not have an MOT Permit must contact Accessible Learning Services at 905-575-2211 about their need for accessible parking. Staff members who require accessible parking may contact the Parking Office and HR/Staff Services.

MOCOMOTION

Communication from Mohawk

Mohawk's online portal MoCoMotion, at http://mocomo.mohawkcollege.ca, and your @mohawkcollege.ca email address are the official avenues of communication used by Mohawk College.

Examples of information found in or sent to these avenues are: your grades, income tax receipts, notices regarding College closures, etc. Please login to MoCoMotion on a regular basis to keep your account active. You will find your username and password on your Acknowledgement of Registration form.

FINANCIAL INFORMATION

Fees

Tuition, Academic Service, Student Activity, Student IT Enhancement, Capital Campaign, Transportation and Access Copyright fees:
Fees are calculated based on the number of hours per course. Tuition @ $5.89, Access Copyright @ $.01, Academic Service Fee @ $0.55, Student Activity Fee @ $0.48, Student IT Enhancement Fee @ $0.07, Capital Campaign Fee @ $0.05 are calculated per hour to a maximum of 45 hours. Transportation Fee @ $0.69 per hour is charged on courses offered at Fennell (FF), Brantford (BF), and STARRT (SC) locations only, to a maximum of $43.00.

Financial Information

1. Course Fees do not include textbooks, and/or learning materials required by many courses. (Some exceptions may apply.) These are often available in the Campus stores.
2. Payment may be made by cash, certified cheque, money order, VISA, MasterCard, or debit.

International Students

All international students require approval from International Student Services (The Square Room C102 Fennell Campus) before registering for Continuing Education courses. International Fees for CE courses will apply - $910.00 per credit course. Some non-credit courses can be taken at a reduced rate. Read more at mohawkcollege.ca/international.

Online Learning

provides you with the opportunity to learn online, anywhere, and at your convenience.

ONLINE LEARNING

What is Online Learning?

Online learning courses provide you with the opportunity to learn online, anywhere, and at your convenience. Most courses are delivered every January, May and September. There are also many monthly intake course offerings. Courses are delivered over a 14-week period and are led by instructors. They are not self-paced, nor self-directed. There is a scheduled start and end date.

You will need regular access to a computer with an Internet connection and Web access for the duration of your course. A Macintosh or PC system with at least:

PC: Pentium III 600 MHz processor or faster, 256 MB RAM or greater (512 MB recommended), Windows XP/Vista/Win7.

MAC: Intel x 86 based processor, 512 MB RAM or greater (1GB recommended), Mac OS-X 10.5 (Leopard) or 10.6 (Snow Leopard).

Textbooks
Textbooks are not included in course fees. Order texts online at mohawk.bookware3000.ca.

Exams
For exam information, visit disted.mohawkcollege.ca. All work and scheduled exams must be completed by course end date. Questions: email deexams@mohawkcollege.ca

Questions?
Call: 905-575-2703
Email: disted@mohawkcollege.ca
Web: disted.mohawkcollege.ca

The delivery method is identified in the course listings as either Online (OL) or Online. Your start-up information is different depending on delivery methods.

Online (OL)

To see if online education fits your learning style, go to OntarioLearn.com and click on "Starting Out" to participate in a short quiz titled, "Is Online Learning right for you?"

Start Date/Registration Deadline
Most courses start on Friday, May 10, 2013. We must receive your registration no later than Friday, May 17, 2013.

How to Start Your Course
Instructions to "Start Your Course Now" will be available at disted.mohawkcollege.ca. **It is your responsibility to log in to your course(s) prior to the refund deadline. In keeping with Mohawk College's GoGreen initiative, start up letters will no longer be mailed.**

Refunds
Refund requests must be received within 6 days of the published start date of the course. A $20 administrative Fee is non-refundable.

Online

Registration Deadline
You can register up to 6 calendar days after the official start date unless otherwise stated.

Getting Started
You will receive your course start up letter by mail. It is your responsibility to login to your course(s) prior to the refund deadline.

Refunds
Refund requests must be received within 6 days of the published start date of the course. A $20 administrative fee is non-refundable.

Replacement Certificate/Diploma Fee
A fee of $30 applies for replacement of a College certificate or diploma. Visit The Square at Fennell Campus to make your request and payment.

Senior Citizens
Senior Citizens, 65 years of age or older, may register for most Continuing Education funded credit courses for 50% of the seat Fee, plus all other Fees except the Academic Service Fee (ASF) and Student Activity Fee (SAF). Proof of age is required at registration.

Financial Assistance

Ministry funded Ontario Special Bursaries are no longer available for Continuing Education students.

Limited tuition assistance support is available for students who complete an online profile. Check out the Financial Assistance website at mohawkcollege.ca/continuingeducationprofile for information on completing the profile and for details on awards available for continuing education students.

For more information, call 905-575-2133 or 519-759-7200, ext. 2133. You can also visit The Square at Fennell Campus or the Student Services office at your campus.

Tuition Reimbursement for Health Sciences Students
Medical Laboratory Technologists may be eligible for up to $1500 in tuition reimbursement through the Allied Health Professional Development Fund. Visit ahpdf.ca for information.

RNs and RPNs may be eligible for up to $1500 in tuition reimbursement through the Nursing Education Initiative Fund. Visit rnao.ca or rpnao.org for information and application forms.

Income Tax Receipts

In March 2014, students registered in 2013 will be able to access their T2202A Tuition and Education Amounts Certificate via Self Service in MoCoMotion.

Note: Some courses may not qualify for a tuition or education tax deduction. Student Activity, Miscellaneous and Book fees do not qualify as a tax deduction. For assistance, drop in to any Student Registration Centre, The Square Student Services, MCACES office or call 905-385-4295, 1-888-385-4295 or 905-575-2176.

Refunds

To obtain a refund, you must withdraw by the day before your second scheduled class. For individualized learning courses (e.g. Math Learning Centre and Distance Education), you must withdraw within 6 days of the published start date of the course to receive a refund. If you want to withdraw from general interest seminars, travel/education, or courses with equipment rental, or the purchase of special materials, you must withdraw three days before the start of the course.

Refund Amounts

A $20.00 administrative fee per course is withheld (except for courses cancelled by the College). If you withdraw by the day before the second scheduled class, whether or not you actually attended, all fees will be refunded minus the administration fee. No refund will be issued for withdrawals on the day of/after the second scheduled class, whether or not you actually attended.

Notes:

1. If you have an outstanding balance with the College, all refunds will be applied to your balance.
2. Allow a minimum of 4 weeks processing time for refunds.
3. Refunds are issued by cheque and sent to the registered student. (Exception: tuition paid directly by employer or sponsoring agency to the College).
4. The Standard Refund Policy may not apply to seminars, workshops, Travel Education, Corporate & Community Training, and Credit for Prior Learning courses. Please refer to individual sections in the catalogue for further details.

REGISTRATION INFORMATION

Acknowledgement Form and Student Card

You will receive an Acknowledgement form and student card immediately upon registering in person. Acknowledgements for registrations done online or sent by mail or fax will be mailed out to the student by Canada Post. The acknowledgement form includes your user ID and password for MoCoMotion, the College's information portal. Carry your student card for security purposes and bring your acknowledgement form to class as proof of registration. A fee of $6.00 per term applies for duplicate forms.

NOTE: Please ensure your address and phone information is correct in our registration system. This will ensure communication with you is available in the event of a course cancellation/ reschedule, etc.

Admission Requirements

For credit courses leading to a college certificate or diploma, you require a secondary school diploma or equivalent, or you must be 19 years of age or older on the day the course starts. The college reserves the right to restrict enrollment for most general education and non-credit continuing education courses to those 19 years of age and over. International students, who are not permanent residents of Canada, require permission to register from Citizenship and Immigration Canada. Some programs have specific admission requirements which are listed in the program description.

Audit Students

Only under special circumstances can a credit course be audited. The audit application form must be approved by the appropriate Associate Dean before you register. You will not receive a grade/credit for an audited course; an AU designation is used for the transcript. Regular fees apply.

Course Cancellations

Mohawk College reserves the right to limit, cancel, adjust or relocate classes/ courses without notice, if necessary. Note: Classes will be cancelled if they do not meet minimum enrollment levels before the start date. The College will try diligently to contact you in advance of a class cancellation. However, the College cannot assume responsibility for expenses incurred (babysitting, travel, etc.) if you arrive for a class which has been cancelled or rescheduled. A full refund will be issued for courses cancelled by the College.

Long weekends: Classes MIGHT NOT be scheduled on long weekends. Please check with your instructor.

Special Approval Courses (SA)

Registration for some courses is restricted to ensure all students meet admission and eligibility requirements. Unfortunately, registrations for these Special Approval courses cannot be placed online. Please refer to the inside of the back cover for information on other ways to register. A completed registration form will be required.

Transferring Courses

You may transfer from one class/course to another before the third regularly scheduled session of the course from which you are transferring, provided that the registration cut-off date has not passed and space is available in the course into which you are transferring. Fees will be re-assessed accordingly. You may transfer on the web at ce.mohawkcollege.ca, by fax, or at any designated Student Services Office.

Waitlists

If a course is full, you may choose to enter your name on the course waitlist via the web, fax, mail or in person. You are not required to leave payment for a waitlist. If a spot becomes available, you will be contacted.

Withdrawals

If you withdraw from a course, you must officially notify the Student Services Office using the web, mail, fax, or in person at least 10 days before the end of the course to avoid academic penalty.

Informing the instructor only is not sufficient.

See the Refunds section for details regarding withdrawals.

ACADEMIC INFORMATION

Academic Appeal Form

You may obtain the Student Academic Appeal Form at The Square (Fennell Campus C102), Student Services at the Institute for Applied Health Sciences, STARRT Institute, or Brantford Campus. View the Academic Appeal Policy at studentpolicies.mohawkcollege.ca.

Academic Policies and Procedures

All registered students must comply with college policies and procedures related to academic honesty, appeals of final grades, and other college expectations and practices. View relevant policies at studentpolicies.mohawkcollege.ca.

Communicable Disease Screening

Medical clearance is required for some Health Sciences programs with a clinical component. This can be completed by Mohawk Health Services or your family doctor.

You must submit the Communicable Disease Screening (immunization) form, available at ce.mohawkcollege.ca/healthsciences, to the Health Services Office, IAHS, Room 303 or Fennell, Room C109, accompanied by a one-time processing fee of $115. Make cheques payable to "Mohawk College Health Services" with your student ID number clearly visible on the front of the cheque.

Locations:
Fennell Campus, Room C109
Call: 905-575-2084
Fax: 905-575-2416
Email: FennellHealthServices@mohawkcollege.ca

IAHS Campus, Room 303
Call: 905-540-4247 ext. 26750
Fax: 905-528-0517
Email: IAHSHealthServices@mohawkcollege.ca
Web: ce.mohawkcollege.ca/healthsciences

Credentials

Below are definitions for the credentials listed below each program title in this catalogue:

MOHAWK COLLEGE CERTIFICATE:
Credential approved by Mohawk College and awarded for programs with 180 - 300 equivalent instructional hours.

ONTARIO COLLEGE CERTIFICATE:
Credential approved by Ministry of Training, Colleges and Universities (MTCU) and awarded for programs with 600-700 equivalent instructional hours.

ONTARIO COLLEGE DIPLOMA:
Credential approved by MTCU and awarded for programs with 1200-1400 equivalent instructional hours.

ONTARIO COLLEGE ADVANCED DIPLOMA:
Credential approved by MTCU and awarded for programs with 1800-2100 equivalent instructional hours.

ONTARIO COLLEGE GRADUATE CERTIFICATE:
Credential approved by MTCU and awarded for programs with 600-700 equivalent instructional hours where a previous post-secondary credential is required for admission.

ACKNOWLEDGEMENT OF COMPLETION:
Credential awarded for predetermined and approved courses that represent a significant amount of work and that do not lead to a certificate.

Exemptions

Gain recognition for course work completed at Mohawk College, or another educational institution, that is equivalent to learning required in a specific Mohawk course.
To apply for an exemption, login to MoCoMotion and select "Access Self Service" on the "Main Menu" in the Welcome tab. For assistance, contact The Square at 905-575-2000 or ask@mohawkcollege.ca.

General Education Band Selection Courses

More information about General Education is available in the Creative Arts/Interdisciplinary Studies section of the catalogue. An "(E)" designation for courses in the catalogue and the index indicates the course can be used to fulfill General Education requirements.

Grades

Minimum passing grade of 50% applies for all graded courses offered at the College. A 60% weighted GPA is required for graduation.

Exceptions to promotion and grading may exist in some program areas to meet external accreditation requirements. Details about the grading system and exceptions can be found at www.mohawkcollege.ca. Click on Student Services - Academic Records and Registration - Grading and Evaluation System.

To access your grades and review your progress, use MoCoMotion and select "View Your Grades" on the Main Menu in the Welcome tab.

Graduation / Convocation

Applying to Graduate

When you become eligible for a diploma or certificate according to program regulations, and/or you expect to graduate in the Fall of any given year, you must notify your Continuing Education Associate Dean in writing. The appropriate forms are available at the Student Services office at any campus, or print the form from the Mohawk College webpage www.mohawkcollege.ca/convocationprep. The deadline to apply to graduate is August 15th for the October Convocation.

"Request for Certificate" forms are to be completed by students graduating from a Continuing Education certificate program.

"Application to Graduate" forms are to be completed by students graduating from a post-secondary diploma or post-secondary certificate they have taken through Continuing Education.

Residency Requirements

To qualify for a Mohawk College certificate, diploma or applied degree, students using advanced standing, exemptions and/or credit for prior experiential learning must complete at least 25% of the program requirements at Mohawk College. When students are completing Mohawk College courses through distance education at another College, residency requirements will be considered on a case-by-case basis.

Course / Program Currency

To be eligible for graduation, students are expected to demonstrate mastery of current competencies as outlined in the Program of Studies applicable at the time of graduation. Mohawk College does not permit backdating of diplomas. In cases where study has been interrupted for one or more years, the College may require a student to repeat a subject area. Generally, most courses will be considered current if they have been completed within the past 5 years. The decision to impose more rigorous currency standards in specific programs will be made by the Grading and Promotion Standards Committee, in response to an application for review by the Associate Dean responsible for the Program of Studies in question.

Prerequisites

It is your responsibility to ensure that you have met the prerequisites listed in each course description.

Prior Learning Assessment and Recognition (PLAR)

Earn course credits for college-level learning acquired outside the classroom. Have your life/work experience assessed relative to specific course outcomes, by one of the following methods:

Challenge Exam: Demonstrate required knowledge or skills in proficiency exams evaluated by college assessors.

Portfolio: Use self-reflection to identify current skills and document key learning. Portfolios are evaluated by college assessors.

Questions?
Email: plar@mohawkcollege.ca
Web: www.mohawkcollege.ca/plar
Call: 905-575-2395

Repeating Failed Courses

A student who has failed a course may repeat it in a subsequent term, unless advised otherwise.

STUDENT SERVICES

Aboriginal Support Services

For information:
Call: 519-759-7200 ext 3428 or
905-575-1212 ext 3428

Aboriginal Student Recruitment Coordinator
Lacey Hill, ext. 3777

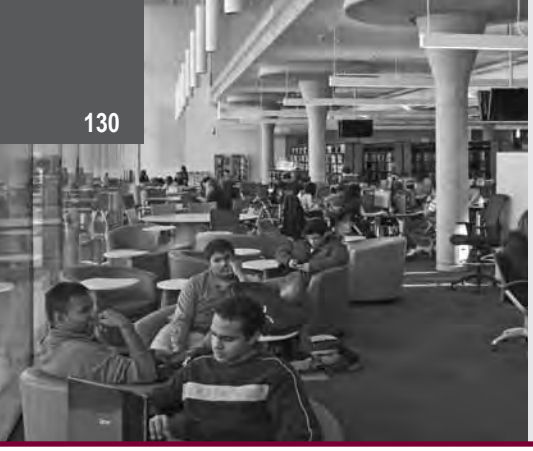
Aboriginal Student Counsellor
Johanne McCarthy or Elizabeth Gray, ext. 4625

Aboriginal Education and Student Services Centre:
Fennell Campus, Room A114, ext. 3428
Brantford Campus, Room A134, ext. 7145
Email: aess@mohawkcollege.ca

Accessible Learning Services

Accessible Learning Services are available at all campuses for confirmed applicants and registered students who suspect they have a disability or who have a documented disability such as:

- Physical or mental health condition
- Learning disability
- Deafness, deafened and hard of hearing



Our Library

connect.learn.succeed!

We are here to help!

- Assignment resources
- Program subject guides
- Print and e-resources
- Streaming videos (online)
- Online chat help
- Silent study space
- Computers (PC and Mac)
- Bookable group space
- Laptops for loan (Fennell & IAHS)
- Tech Support & Tech Talks
- Printing and copying

Locations:

Cummings Library: Fennell H-Wing, 905-575-2077

Collaboratory: Fennell H-Wing, 905-575-2076

bizHUB: Fennell i-Wing, 905-575-2244

Brantford: 519-758-6019

IAHS: McMaster Campus, 905-540-4247 x26835

STARRT: 905-575-2504

theBrain: brain.mohawkcollege.ca.

- Blindness or partial sight
- Acquired brain injury
- Autism Spectrum Disorder
- Mental Health Condition

Contact Information:

Fennell Campus, Room C102
905-575-2211

Brantford Campus, Room A102
519-758-6014

Institute for Applied Health Sciences (IAHS)
Room 303, 905-540-4247 ext. 26751

STARRT Institute
Room A118, 905-575-1212 ext 5401

Email: accessiblelearningservices@mohawkcollege.ca

Early registration is recommended. Attendance in person at a Group Information and Registration Session or completion of the Group Information and Registration eLearn module available on MoCoMotion is a required first step for accessing services. Please check our website information for more information: mohawkcollege.ca/AccessibleLearningServices.

Books, Supplies, Clothing, Gifts

Mohawk College Campus Stores
Three locations:

Fennell Campus
135 Fennell Avenue West, Hamilton:

The Campus Store, Room C104
905-575-1212 ext. 3438

Buy the Book, Room C068
905-575-1212 ext. 3149

Brantford Campus
411 Elgin Street, Brantford, 519-758-6026

STARRT Institute,
481 Barton Street, Stoney Creek
905-575-2514

Visit mohawk.bookware3000.ca for hours of operation.

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Posted in **Buy the Book** just before term start-up.

Textbook Returns
Returned merchandise must be unopened and in resalable condition. Do not open, write in, or mark your textbook until you are certain about your courses.

Refund Policy - Textbooks
Sales receipts must be provided with all items.

Refund Period
Students have six weeks from first day of classes to return or exchange textbooks in original packaging and in new condition, with original receipt. A 20% restocking charge may apply at the discretion of the bookstore staff. If you are withdrawing from a course after the six week period, you must provide a copy of your withdrawal form. After the six week period, all textbook sales are final.

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Courseware is non-returnable. Students in certain courses may have to purchase their own supplies. In most cases, these will be available for sale at the College. Please check with your instructor before purchasing supplies.

Books @ IAHS

Books for courses offered at the IAHS campus may be purchased at the Health Sciences Bookstore in the McMaster University Medical Centre.

Where?
1200 Main Street West, Room 1G
Call: 905-525-9140 ext. 22288 or 1-800-238-1623
Fax: 905-525-8527
Web: bookstore.mcmaster.ca

Counselling Services

Continuing Education students may access free counselling services Monday to Friday from 9:00 a.m. to 4:30 p.m. with extended hours Tuesdays and Thursdays until 7:00 p.m.

Services include:

- Educational Planning
- Career Counselling
- Academic Problem Solving
- Personal/Crisis Counselling

Please call 905-575-2211 or from Brantford 519-759-7200, ext. 2211 for additional information or to arrange an appointment. E-mail: counselling@mohawkcollege.ca.

Dispute Resolution Services

The Manager of Student Rights and Responsibilities acts as the first point of contact for students and staff with issues under the Student Behaviour Policy, Human Rights Policy, Academic Appeals and Student Complaint Procedure. A full range of resolution services (consultation, facilitation, mediation, conciliation, conflict, coaching and debriefing) is available to assist with policy implementation or to address interpersonal and academic disputes or systemic issues.

Contact:
Diane Harrison, Manager
Call: 905-575-2318 or from Brantford call 519-759-7200 ext. 2318
Email: diane.harrison@mohawkcollege.ca

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CONTINUING EDUCATION

REGISTRATION FORM

mohawk COLLEGE

Use this form if you are registering by MAIL, IN PERSON or by FAX.

If you know your Mohawk College ID enter it here: ☐☐☐☐☐☐☐☐☐

Date of Birth: ___ ___ /___ ___ ___ /___ ___ ___ ___
Day **Month** **Year**
(eg. 01/Jan/1968)

**Social Insurance Number: ___ ___ ___ ___ ___ ___ ___ ___ ___

Are you a Canadian Citizen, Aboriginal or Landed Immigrant? ☐ Yes ☐ No

Do you possess a high school Diploma? ☐ Yes ☐ No

☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Last Name | First Name | Middle Name

Unit/Apt | Street Address

City | Province | Postal Code

Home Phone | Business Phone | Ext.

Course Information – Use this to register for up to 3 courses. Courses with insufficient enrollment will be cancelled before the course starts. **It is recommended that you register at least one week prior to the course start date.**

CRN	Course Code	Course Name	Campus	Start Date	$ Fee
					$
					$
					$

Should requested CRN's be full, please add my name to the Wait List: ☐ Yes ☐ No

TOTAL FEE $

Are you working towards a Certificate or Diploma? ☐ Yes ☐ No

If yes, Program Name | Program Number

Payment Information – Course fees must be paid in full at the time of registration

☐ Cash ☐ Debit ☐ Visa ☐ Mastercard ☐ Certified Cheque* ☐ Money Order* ☐ Bank Draft* ☐ Sponsored (*Payable to Mohawk College)

Method of Payment: ☐ Mastercard ☐ Visa

Cardholder name as appears on card: _____

Card Number: ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___

Expiry Date: _____/_____

Cardholder Signature | Date

**NOTE: Date of Birth/S.I.N. is required on the Mohawk College Student Record System to assist our office in the retrieval of your academic grades from the computerized/microfilmed student files and to issue income tax receipts. | PRIVACY AND CONFIDENTIALITY: Mohawk College collects and retains personal information in compliance with the Freedom of Information and Protection of Privacy Act (RSO 1990). See the Privacy Statement at mohawkcollege.ca/legal.

Registration starts
Tuesday, March 12th

HOW TO REGISTER

WEB at ce.mohawkcollege.ca

Available to existing and new students – days, evenings and weekends.
Payment Options: VISA, MASTERCARD

NOTE: Online registration cannot be used for Special Approval courses. See page 128.

Fax

Payment Options:
VISA OR MASTERCARD

Fax the completed Registration Form to:

Fennell Campus
905-575-2348
Brantford Campus
519-758-6043

Mail

Payment Options:
VISA, MASTERCARD, CERTIFIED CHEQUE, MONEY ORDER OR BANK DRAFT

Complete Registration Form and mail to:

Mohawk College:
The Square, P.O. Box 2034
Hamilton, Ontario L8N 3T2

In Person

Payment Options:
VISA, MASTERCARD, CERTIFIED CHEQUE, MONEY ORDER, BANK DRAFT OR CASH

NOTE: Registration by fax or mail does not guarantee a place in the course. Acknowledgement will be mailed to you within 10 days of processing.

Student Services Information

Fennell Campus
The Square
135 Fennell Ave. W.
Call: 905-385-4295
Toll free: 1-888-385-4295

Hours:
Monday to Thursday,
8:30 a.m. to 7:00 p.m.
Friday, 8:30 a.m. to 4:30 p.m.
Summer hours, effective May 6, 2013: Monday to Friday, 8:30 a.m. to 4:30 p.m.

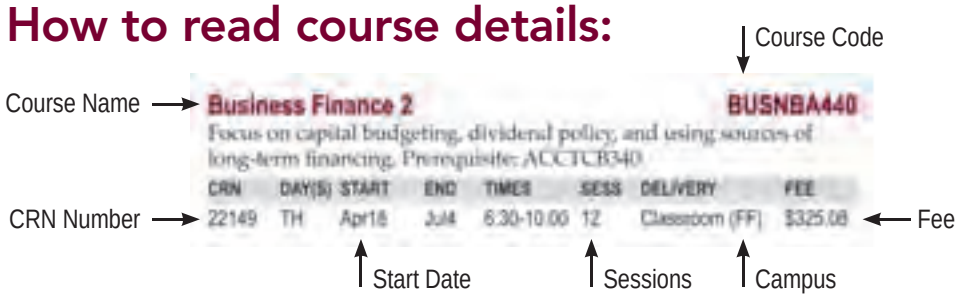
Institute for Applied Health Sciences
Room 121
1400 Main Street West
Call: 905-540-4247 ext. 26352

Hours:
Monday to Friday,
8:30 a.m. to 4:00 p.m.

Brantford Campus
Room A102
411 Elgin Street
Call: 519-758-6014
Contact Campus for hours.

STARRT Institute
Stoney Creek – Room A111
481 Barton Street
Call: 905-575-1212 ext. 5000
Contact Campus for hours.

How to read course details:



Have a question?
Scan the QR code to view Mohawk's Continuing Education AskMohawk Instant Answer Service on your smart phone, or go to mohawk.intelliresponse.com/m/ce.

1. Download a QR code reader Mobile App to your smartphone.
2. Launch the App and scan the code – you'll be taken right to the AskMohawk page.

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Continuing Education and Online Learning — Mohawk makes it EASY.

At Mohawk, we have programs that are offered in-class, online or in a blended format. Our goal is to offer flexibility, making it possible for you to pursue an interest or a dream.

Many of our courses and programs are taught by working professionals who offer a winning combination of theoretical learning with practical experience.

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- Business Administration
- Business (General)
- Business - Marketing
- Library and Information Technician
- Social Service Worker
- Child and Youth Worker
- Early Childhood Education
- Educational Assistant

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- Health
- Technology
- Business
- Creative and Visual Arts, Interdisciplinary Studies and Languages
- Human Services / Justice and Wellness Studies
- Media and Entertainment

Online Learning

Online learning provides you with the opportunity to learn online, anywhere, and at your convenience. Read more on page 127.

Continuing Education & Online Learning

Registration opens March 12th

Don't wait to register – courses can fill quickly. Browse online at ce.mohawkcollege.ca.

You can register by web, fax, mail or in person. Refer to the inside back cover of this catalogue.

Questions? Contact us:

Phone: 905-385-4295
Toll free: 1-888-385-4295
Web: ce.mohawkcollege.ca
Email: cereg@mohawkcollege.ca

mohawk COLLEGE