

# Loyalist College

POST-SECONDARY CALENDAR 2012-2013



[loyalistcollege.com](http://loyalistcollege.com)



# Explore Loyalist

**97%\* of our students would recommend Loyalist to a friend.  
Come for a campus visit and find out why.**

- Register for a **campus tour** at [loyalistcollege.com](http://loyalistcollege.com)
- Join us for the following **on-campus events**:

**Fall Open House** November 1, 2011

**Loyalist Days** March 13 – 16, 2012

**Spring Open House** April 21, 2012

**Return to Learn** and **Parent Sessions**

Ongoing – check event calendar at [loyalistcollege.com](http://loyalistcollege.com) for dates

\*Student Government Survey



*The Link Lounge and living wall*

Be a **Student for a Day** and experience the program you are interested in first hand.  
To book your day, call: 1-888-LOYALIST (569-2547) or (613) 969-1913, ext. 2204 • T.T.Y. (613) 962-0633

[loyalistcollege.com](http://loyalistcollege.com)

# FOUR WAYS TO FIND THE PROGRAM FOR YOU

## Alphabetical Program Directory BELOW

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## Alphabetical Program Directory

Admission Requirements – check [loyalistcollege.com](http://loyalistcollege.com) for updates

All Loyalist College post-secondary programs require a grade 12 English (C) level or equivalent.

OCAS CODE	PROGRAM NAME	CAREERS	REQUIRED	RECOMMENDED	PERCENTAGE WORKING	AVERAGE STARTING SALARY	PAGE
3DVP	3D Video Production (Post Graduate)	3D Television, Web and Mobile Production	Degree or Diploma		N/A	N/A	123
ACCT	Accounting (Two Year)	Financial Officer	English		89%	\$29,507	53
ACCT	Accounting (Three Year)	Auditor, Payroll Officer	English		100%	* \$32,107	53
ADMC	Advertising and Marketing Communications	Copywriter, Media Buyer, Media Sales	English	Computer	63%	* \$31,263	105
ANIM	Animation	2D/3D Animator, Web or Digital Graphic Designer	English	Computer, Arts	60%	\$26,989	107
ARCH	Architectural Technician	Designer, Estimator, Building Inspector	English		75%	* \$31,868	30
ARCH	Architectural Technology	Architectural Technologist, CAD Technician	English		92%	\$37,336	30
AADF	Art and Design Foundation	Artist, Designer, Digital Media	English		60%	N/A	109
BIOT	Biotechnology Technician	Technician, Research	English	Math, Chemistry, Physics	N/A	* \$28,440	42
BIOT	Biotechnology Technologist	Quality Control Analyst, Quality Assurance Tech	English	Math, Chemistry, Physics	100%	* \$26,779	42
BRET	Broadcast Engineering Technology	Installation, Systems Integration	English, Math	Computer, Math MCT 4C	N/A	N/A	110
BUSI	Business	Manufacturing, Service, Retail, Government	English		87%	* \$29,454	55
BUHR	Business Administration – Human Resource Management	Human Resources, Industrial Relations	English		67%	\$31,037	55
BUMM	Business Administration – Materials Management	Materials Management, Purchasing, Distribution	English		* 68%	* 36,372	55
SALE	Business Sales and Marketing	Sales, Customer Service, Account Representative	English		40%	* \$28,277	57
CHEM	Chemical Engineering Technician	Quality Control/Assurance, Research	English	Math, Chemistry, Physics	67%	N/A	44
CHEM	Chemical Engineering Technologist	Chemical Engineering Technologist, Laboratory Technician	English	Math, Chemistry, Physics	100%	* \$34,862	44

OCAS CODE	PROGRAM NAME	CAREERS	REQUIRED	RECOMMENDED	PERCENTAGE WORKING	AVERAGE STARTING SALARY	PAGE
CYWP	Child and Youth Worker	Youth Rehab	English		100%	\$31,649	81
CIVL	Civil Engineering Technician	Surveying, Construction, Drafting	English		100%	\$46,743	33
CIVL	Civil Engineering Technology	Field Inspector, Civil Engineering Technologist	English		100%	\$38,651	33
CJSW	Community and Justice Services Worker	Community or Correctional Facilities	English		88%	* \$29,439	92
CONS	Construction Engineering Technician	Project Management, Site Supervision, Estimating	English		N/A	* \$35,288	35
CNTP	Construction Renovation Techniques	Construction Renovations	English		78%	* \$29,920	37
CULM	Culinary Management	Chef, Food Service, Restaurant Management	English	Math	100%	* \$25,321	59
CHEF	Culinary Skills – Chef Training	Chef, Food Service	English	Math	75%	* \$25,257	59
CUSB	Customs Border Services	Customs Brokerages, Immigration	English	Math, Geography	85%	\$32,044	94
DSWP	Developmental Services Worker	DSW, Educ. Assist, Activity Director, Res. Support Worker	English		85%	\$32,276	83
ECEP	Early Childhood Education	Day Care Director, Pre-School/Nursery Instructor	English		83%	\$29,530	85
ELTT	Electrical Engineering Technician	Industrial Electrician	English, Math	Math MCT 4C	86%	\$45,302	131
ELTP	Electrical Techniques	Electrical Apprentice/Electrician	English, Math	Math MCT 4C	75%	* \$26,401	131
ENVR	Environmental Technician	Industrial/Municipal Pollution Abatement/Cleanup		Math, Chemistry, Physics	100%	* \$32,496	47
ENVR	Environmental Technologist	Water Treatment Operator, Environmental Technologist		Math, Chemistry, Physics	100%	* \$34,403	47
ESTH	Esthetics and Spa Management	Beauty Consultant, Sales Representative, Boutique Owner	English		93%	\$25,435	61
FAHP	Fitness and Health Promotion	Fitness Consultant/Trainer	English, Biology	Science, Math	75%	* \$27,645	66
FOOD	Food Science and Technology	Food Quality Control	English	Math, Chemistry	N/A	N/A	49
GASP	General Arts and Science	Further Studies, Business, Human Services	English		100%	* \$27,935	68
EAPC	General Arts and Science – English for Academic Purposes	Further Studies	English		N/A	N/A	70
GRAD	Graphic Design	Graphic Designer, Web Designer, Art Director	English, Portfolio Submission, Letter of Intent		72%	* 28,067	112
INSW	International Support Worker (Post Graduate)	International Development Organizations	Degree or Diploma		N/A	N/A	89
JOPB	Journalism - Online, Print and Broadcast	Journalist, Writer, Photographer, Editor, Anchor, Videographer	English	Computer, Photography	N/A	* \$28,902	114
MANU	Manufacturing Engineering Technician	CAD, Machine Design, Stat Process Control	English	Math, Chemistry, Drafting	100%	* \$31,053	133
MECH	Mechanical Techniques	Millwright, Welder, Machinist, Industrial Mechanic	English	Welding, Machine Shop	78%	\$31,900	135
MECP	Media Experience	Advertising, Journalism, Broadcast entry level	English		100%	N/A	116
MPPF	Motive Power Fundamentals – Parts and Counter Personnel	Parts and Service Sales	English	Math	50%	* \$27,078	136
MPTN	Motive Power Technician – Service and Management	Licensed Technician Service Manager / Apprenticeship	English	Math	100%	* \$27,492	136
NURS	Nursing Degree (Loyalist/Brock)	Registered Nurse	English 12(U), Biology, Chemistry	Math	N/A	N/A	71

OCAS CODE	PROGRAM NAME	CAREERS	REQUIRED	RECOMMENDED	PERCENTAGE WORKING	AVERAGE STARTING SALARY	PAGE
PARA	Paralegal	Paralegal, Provincial Offence Prosecutor	English	Computer, Math	54%	* \$27,787	96
PMED	Paramedic (Bancroft Campus)	Paramedic	English, Biology		100%	\$73,458	73
PSWP	Personal Support Worker (January Start)	Personal Support Worker	English		90%	\$27,506	75
PHJN	Photojournalism	Photographer, Photojournalist, Digital Editor	English	Computer, Photography	84%	\$28,711	117
PFND	Police Foundations	Policing, Security, Youth Advisor	English	Math, Computer	86%	\$35,632	98
PNUR	Practical Nursing	Registered Practical Nurse	English, Biology, Math, Chemistry		100%	* 43,289	76
INVP	Protection, Security and Investigation (formerly Investigation and Protection Studies)	Security Investigator, Consultant, or Analyst	English	Math	79%	\$25,703	100
PURE	Public Relations (Post Graduate)	PR Specialist, Promotions Manager, Media Relations Specialist	Degree or Diploma		67%	\$34,302	124
RADB	Radio Broadcasting	Announcer, Sales, Digital Mixer, Commercial Producer	English	Computer	100%	\$34,845	119
RALS	Recreation and Leisure Services	Municipal & Private Fitness Programmers	English, Biology	Sciences, Math	77%	\$28,510	79
RDAD	Residential Drafting and Design	House Design, Draftsperson, CAD Operator, Estimator	English		67%	N/A	32
SSWP	Social Service Worker	Caseworker, Counsellor	English	Computer	78%	\$41,806	87
SESM	Sports and Entertainment Sales and Marketing (Post Graduate)	Sales, Account Representative, Marketing Coordinator	Degree or Diploma		80%	* 32,414	63
SPJN	Sports Journalism (Post Graduate)	Sportscaster, Producer, Writer, Researcher	Degree or Diploma		75%	N/A	126
SURV	Survey Technician	Surveying, Drafting	English	Math MCT 4C, MCF 3M	67%	N/A	38
TVNM	Television and New Media Production	Digital Editing, Production, New Media	English	Computer	87%	\$36,473	121
WELT	Welding Techniques	Welder, Fitter, Pipe Fitter	English	Welding, Math	79%	\$36,647	138

\*Provincial Report Average Annual Salaries Have Been Reported When Less Than Five Salaries Are Reported.

### DOUBLE DIPLOMAS

Double diplomas are pairings of related programs that allow a graduate of a diploma program to complete a second diploma in only one additional calendar year. For detailed information and minimum requirements contact the program coordinator of the second program.

### NEW PROGRAM DEVELOPMENT

Visit [loyalistcollege.com](http://loyalistcollege.com) for information on new programs under development.

### Calendar Changes

The College reserves the right to change, without notice, any information contained in this calendar, including any rule or regulation pertaining to the standard for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs. The publication of information in this calendar does not bind the College to the provision of courses, programs, schedules, or facilities as listed herein. Changes may occur in a number of areas, including, but not limited to, courses, their content, enrolment and the withdrawal of courses listed as being offered, as the College

may deem appropriate or necessary. The College will not, however, be liable for any loss, damages or other expenses that such changes must cause.

Further, the College will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information, where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by faculty, or students, financial exigency, civil unrest or disobedience, or any other cause of any kind.

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# Dates to Remember

## Fall 2012

Deadline for Fee Payment .....	July 9
Labour Day .....	September 3
Registration/Orientation Begins.....	September 4
Deadline for Refund of Fall Semester Fees .....	September 21
Thanksgiving Day (no classes) .....	October 8
Fall Semester Ends: Post-Secondary Programs .....	December 14

## Winter 2013

Registration/First Day of Classes.....	January 7
Deadline for Refund of Winter Semester Fees .....	January 25
Good Friday (no classes) .....	March 29
Winter Semester End Dates Begin.....	April 19
CONVOCAION .....	June 6 & 7

## Summer 2013

Registration/First Day of Classes.....	April 29
Deadline for Refund of Summer Semester Fees .....	May 13
Victoria Day (no classes).....	May 20
Canada Day (no classes).....	July 1
Civic Holiday (no classes).....	August 5
Summer Semester Ends.....	August 3

NOTE: These dates are subject to change.

## JANUARY 2013:

# Winter Program Starts

In addition to the Semester One starts in September, the following programs also have a Semester One start in January:

- Accounting**
- Business**
- Business Sales and Marketing**
- Community and Justice Services Worker**
- Customs Border Services**
- Developmental Service Worker**
- General Arts and Science**
- Media Experience (January In-take Only)**
- Personal Support Worker (January In-take Only)**
- Police Foundations**
- Protection, Security and Investigation**

Part-time January starts may be possible in other post-secondary programs.

## WHO DO I CALL?

(613) 969-1913 • 1-888-LOYALIST • TTY: (613) 962-0633

### Post-Secondary Admissions

School of Architecture and Building Sciences	
Kaley Gale .....	Ext. 2369
School of Biosciences	
Lori Snutch .....	Ext. 2396
School of Business and Management Studies	
Dianne De-Jong .....	Ext. 2238
School of Health Sciences	
Betty Reid .....	Ext. 2206
School of Human Studies	
Lori Snutch .....	Ext. 2396
Centre for Justice Studies	
Dianne De-Jong .....	Ext. 2238
School of Media Studies	
Serena Wright .....	Ext. 2567
School of Skills Training	
Kaley Gale .....	Ext. 2369
COORDINATOR OF ADMISSIONS AND REGISTRATION	
Kaley Gale .....	Ext. 2369
COORDINATOR OF RECRUITMENT AND SPECIAL EVENTS	
Chantal Dilts.....	Ext. 2489
REGISTRAR	
Jeff Macnab.....	Ext. 2366
Email .....	jmacnab@loyalistc.on.ca

### Campus Visits and General Information

loyalistcollege.com	
RECEPTIONIST/CAMPUS VISITS	
Kathy Luffman .....	Ext. 2204
RECRUITMENT OFFICE	
Chantal Dilts .....	Ext. 2489
Gretta Barnwell .....	Ext. 2100
Zach Labelle .....	Ext. 2399

### College Services

ABORIGINAL RESOURCE CENTRE	
NATIVE ADVISOR	
Paul Latchford.....	Ext. 2250

### Athletics

MANAGER, ATHLETICS & CAMPUS RECREATION	
Jim Buck .....	Ext. 2245
COORDINATOR, CAMPUS RECREATION & FITNESS FACILITIES	
Cory Mestre.....	Ext. 2606

### Continuing Education

ADMISSIONS AND RECORDS	
Marie Donaldson.....	Ext. 2209
Kim Rorabeck.....	Ext. 2144

### Financial Assistance/Student Awards

FINANCIAL ASSISTANCE (OSAP)	
Pearl Vani-Hill.....	Ext. 2226
Laura Russell.....	Ext. 2425
Cathy Hall.....	Ext. 2131
STUDENT AWARDS	
Joanne Farrell.....	Ext. 2202

### The Career Centre

Laura Naumann, Manager .....	Ext. 2244
Francine Short, Assistant.....	Ext. 2449
Lyndsay Kerik, Advisor .....	Ext. 2438
Sandy Novroski, Second Career/PLAR..	Ext. 2373

### Health Centre

NURSE	
Lauren Deans .....	Ext. 2248
SECRETARY	
Debbie Bridger.....	Ext. 2374

### On-Campus Residence

RESIDENCE MANAGER	
Chris Carson .....	Ext. 2102
RESIDENCE CONFERENCE CO-ORDINATOR	
Dave Templar .....	Ext. 2103

### Off-Campus Housing

Dominique Dawes.....	Ext. 2104
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### Student Success Services

DIRECTOR, STUDENT SUCCESS	
Catherine O'Rourke .....	Ext. 2256
COORDINATOR, STUDENT SUCCESS AND APPOINTMENTS	
Nataly Woolfrey .....	Ext. 2519

### Other

Accounting Services.....	Ext. 2231
Admissions.....	Ext. 2204
Alumni Services .....	Ext. 2307
Bookstore .....	Ext. 2218
Food Services (including Meal Plans) ..	966-8127
Computer Helpdesk .....	Ext. 2420
Disability Services .....	Ext. 2168
E.C.E. Child Care Centre.....	Ext. 2459
Fitness Centre .....	Ext. 2609
Library .....	Ext. 2249
Parking.....	Ext. 2218
Peer Tutoring.....	Ext. 2164
Print Services.....	Ext. 2232
Second Career/PLAR.....	Ext. 2373
Student Government .....	Ext. 2101
Student Activity Centre.....	Ext. 2174
Transcripts .....	Ext. 2204/2206
Tuition Fees .....	Ext. 2223

### ADMISSIONS

FAX: (613) 969-7905  
email: liaison@loyalistc.on.ca  
loyalistcollege.com



# Message from the President

## Welcome to Loyalist College

I am very proud to be a Loyalist graduate, and I am excited about the future of Loyalist College. Once you see and experience what Loyalist has to offer I know you will share in that excitement!

Loyalist's placement rate for our graduates is consistently one of the highest for an Ontario college, and a recent survey shows that 97 per cent of our students would recommend our College to a friend. These statistics are the best possible referral we could ask for – the opinions of our students and graduates reflect the outstanding quality of our programs and people. Every day Loyalist graduates are making a significant impact through their careers and in their communities across Ontario and Canada.

What makes Loyalist one of Ontario's most outstanding colleges? At Loyalist, our students and their success are our top priorities. We take pride in providing personal, friendly attention and an outstanding applied education to each of our students. We want you to have a great college experience while you achieve your goals, and the entire Loyalist team is committed to helping you succeed. We offer many of our courses and programs in flexible models to meet your needs including part-time and online delivery. Loyalist has also established many articulation agreements providing opportunities for our graduates to link to a related university degree program.

I know you will enjoy living in the Quinte area, perhaps in our on-campus Residence Village, which now includes a town-house-style complex that provides accommodation for upper-year students. Our beautiful, safe campus is ideally located to allow you to enjoy a range of exciting outdoor activities in our area. If you prefer, Toronto and Ottawa are within close range for a weekend visit.

This past year we celebrated the completion of our new Sustainable Skills, Technology and Life Sciences Centre. With the support of our federal and provincial government partners, it provides a hub for programs and curriculum development for the skills area and the jobs which are so important to the prosperity of our province and country. Also new on campus is the stunning Link Lounge, a student space linking the Centre to existing facilities, made possible through the support of our students.



Choosing a Loyalist program is the first step in taking charge of your future. This calendar is a valuable research tool that will assist you in planning your post-secondary education and your future. Visit [loyalistcollege.com](http://loyalistcollege.com) for more information, and come for a personal visit. Nothing can compare with being on campus, to give you a sense of our vibrant and caring Loyalist environment. Take advantage of the opportunity to become a Student for a Day, join us at an Open House, or call to arrange a personal tour. Many of our students tell us that their campus visit was the factor that confirmed their decision to become a Loyalist student.

As a Loyalist graduate, I am very confident that if you choose Loyalist for your college experience, you will be making an excellent choice – one that will have a lasting and positive impact on your life.

I warmly invite you to join us and to experience Loyalist first-hand.

A handwritten signature in black ink that reads "Maureen Piercy".

Maureen Piercy  
President



## Our Grads Get Jobs

The Provincial Key Performance Indicator (KPI) survey indicates **83.3% of Loyalist 2009-10 grads were employed within six months of graduation.**





**Growing To Meet The Needs Of Today – And Tomorrow**

## SUSTAINABLE SKILLS, TECHNOLOGY *and* LIFE SCIENCES CENTRE

In the spring of 2011 we celebrated the opening of the Centre – which provides over 110,000 sq. ft. of flexible learning space. Loyalist's commitment to state-of-the-art green facilities increases our capacity to equip students with the skills to meet the challenges of changing technologies and tomorrow's workplace.

Also new at Loyalist is our Link Lounge – linking the Centre with existing facilities. It's a spectacular place, made possible through the support of our students, with lounge areas, study pods, a living wall and a hydration station. A space to work, meet or just kick back.



# Why Loyalist?

The Provincial Key Performance Indicator (KPI) survey indicates 83.3% of Loyalist 2009-10 grads were employed within six months of graduation. Career-focused, relevant programs. Outstanding faculty and staff. State-of-the-art facilities. Full range of services to support your success. **Here's what a few of our grads and current students have to say...**

## Melissa Tait

PHOTOJOURNALISM 2010  
PHOTOJOURNALIST –  
*THE RECORD*

During her second year of the Photojournalism program Melissa was the recipient of two awards at the Undergraduate Awards Ceremony: The Canadian Millennium Scholarship Foundation – National In-Course Award and the Kingston Typographical Union Award.

"It was a pretty fantastic feeling to receive two awards. The Typographical Union Award holds special meaning because the faculty chose the recipient – by being selected I feel they support the work that I'm doing. These awards are an enormous help to me financially. Our photography equipment is very costly. Now I can get a jump start on what I will need as I begin my career."



## Jennifer Hynes

THIRD YEAR CHEMICAL ENGINEERING TECHNOLOGIST

Jennifer Hynes is a third-year Chemical Engineering Technologist student who came from St. Brendan's, a small island off the coast of Newfoundland.

"When I first toured the campus I was impressed by its size — I knew I wouldn't feel lost as a student here. Everyone I met was friendly and helpful. Now that I am in the final year of the program I can honestly say that my initial impression has not changed. The faculty support is amazing and the small class sizes make it possible to receive one-on-one attention. This creates a great atmosphere for us as students. I have made many friends here and I tell everyone back home that this is where they should come."



## Theresa Fitzgibbon

SOCIAL SERVICE WORKER 2009  
EMPLOYMENT RESOURCE  
WORKER AT ONTARIO MARCH  
OF DIMES

"I entered the Social Service Worker program with confidence following a successful career of 28 years. I had always had a sense of adventure and considered this decision one I could handle. Well, I was fine and successful, and I'm now preparing to continue my education and obtain my Bachelor of Social Work. My Student Success Mentor, David Beer, played a significant role in my being able to accomplish my goals. David anticipated things that I would encounter before I did. He found the perfect balance of helping me with what I needed – not necessarily what I wanted – but what I really needed. His support was always positive and he knew the resources I needed to succeed. It was like he was walking along the College path with me saying, 'it's alright – it's not a mountain, it's just a boulder.' "



## Sean McMurtry

THIRD YEAR NURSING

Sean was MVP for Loyalist's rugby team, team captain and an Ontario College Athletic Association (OCAA) Academic Award winner for the 2010/11 academic year. This was the second consecutive year he was named OCAA Division II Player of the Year – and also the second time Sean was named Loyalist's Male Athlete of the Year.

"When I came to Loyalist I knew I would be going to Brock University for the final two years of the program — that time seemed to approach too quickly. Loyalist has been so good to me. I definitely left on a high note — undefeated and our second rugby championship."



# Student Life

## Student Services and Facilities

### Aboriginal Resource Centre

The Aboriginal Resource Centre was established at Loyalist College to ensure appropriate support for Native students on campus. It also acts as a liaison between College administration, Native communities and government agencies.

The orientation of the Aboriginal Resource Centre is holistic in approach. The Centre's goals are:

- to maximize opportunities for students to realize their full academic and personal potential
- to provide a friendly environment in which students can further cultural activities in order to express and develop their native identity
- to facilitate student participation in the overall life of the college community.

A Native Student Advisor is available in the Aboriginal Resource Centre to assist Native students with any academic, financial or personal difficulties that may arise. Contact Paul Latchford at (613) 969-1913, ext. 2250 or email: [platch@loyalistic.on.ca](mailto:platch@loyalistic.on.ca)



Aboriginal Resource Centre

### Alumni Services

The Alumni Services office works closely with the Loyalist Alumni Association to provide opportunities for Loyalist alumni to stay actively engaged with the College and one another after graduation. Alumni Services also coordinates benefit programs, events, affinity programs and other initiatives related to alumni relations. Our office maintains up-to-date alumni records and publishes the alumni magazine, *Lasting Connections*, which is mailed free of charge to all alumni twice each year.



### Bookstore

Loyalist College Bookstore is located on the first floor of the Kente Building, directly across from Alumni Hall. The store is open year round to students as well as to the general public. The Bookstore has extended hours at course start-up times for Continuing Education and Distance Learning students. The store sells all required textbooks, school supplies, trade books, software, clothing and giftware. Payments are accepted in cash, debit card, MasterCard, Visa, and American Express. You may also order via our website at [efollett.com](http://efollett.com).

For further information, contact the Bookstore by phone: (613) 969-1913, ext. 2218, fax: (613) 969-2833, or by email: [bstore@loyalistic.on.ca](mailto:bstore@loyalistic.on.ca)



## The Career Centre

The goal of Employment and Career Services is to assist you, as a student or graduate, in the development of your career. We offer the resources you need to help you succeed. An extensive online resource library, daily newspapers, career-related publications and a friendly, helpful staff are at your disposal. Students are provided with assistance in securing part-time employment on-campus and in the Quinte area. The Employment and Career Services staff assists in the development of job-search skills through one-on-one consultations, workshops, and professional development seminars. The office actively seeks out job opportunities, and promotes employer on-campus recruitment. Explore summer and full-time jobs offered from a wide variety of industries and service organizations at our annual Career Fair.

Career development support does not end with graduation. We continue to provide you with access to The Career Centre online job board and are committed to helping you succeed with your long-term career plans.



## Child Care (Centre for Early Childhood Education)

The School of Health and Human Studies operates an on-campus child care centre licensed by the Ministry of Children and Youth Services for students, Loyalist staff, and community families. The Centre also acts as a training and research facility for students in the Early Childhood Education Program. Spaces are available for children between the ages of 12 months and 6 years. Child care subsidy through the County of Hastings and neighbouring municipalities is available for eligible families. For more information contact the Centre Manager, Jennifer deGroot at (613) 969-1913, ext. 2458.

## Communication and Student Email

Loyalist will provide students with a College email address as part of the registration process. This address will remain with the student for the duration of their program at Loyalist. The email address will be used for communication with the student by faculty regarding their program or course work as well as by College administration. It will be the student's responsibility to forward their College email to any other email address, should they wish to use an external address or Internet service provider for this required means of communication. Further information will be found in the Student Manual and Guide or Student Portal [myloyalist.com](http://myloyalist.com). Faculty will indicate their expectations regarding the use of email in course and program documentation.



## Community and Campus News Service

Q-NET News – Quinte's most comprehensive news source – is the integrated news service at Loyalist College. It incorporates a website, 91X (CJLX-FM) radio, the online *Pioneer* community newspaper, a photojournalism gallery and the College's television news department. All content is produced by students in the School of Media Studies. It's available at: [qnetnews.ca](http://qnetnews.ca)





## Dining Services

There are four convenient dining services locations on campus providing service to students, faculty and staff, and visitors to the College. Tim Hortons, located in the lower level of the Hastings Wing within the Student Centre, offers the full line of Tim Hortons products. The Grab'n'Go Café located in the Pioneer Building offers an array of pastries, sandwiches, soups, entrée salads, beverages and other convenience items. The main Kente Food Court located in the Kente Building beside the main entrance features Subway, Burger Studio, Pizza Pizza, Chicken Chicken, Miso (authentic Asian stir fries), Chef's Table (rotating menu of entrée style items), full selection of pastries, entrée salads, sandwiches, soups, hot and cold beverages, and other convenience items.

The specialty Meal Plan program is offered to ALL students – highlights include:

- Save 13% on all your food purchases with a student tax-free meal plan
- Installment payment options available
- Start as low as \$150 and add as you go

To purchase online or learn more about the Meal Plan program at Loyalist – or to see our hours of operation – please visit [loyalist.campusdish.com](http://loyalist.campusdish.com)

We also offer fine dining at *Club 213* – a fully equipped restaurant operated by our students.

## Student Health Centre

Services provided by the Student Health Centre include assessment and treatment for short-term illnesses, immunization, pap test, pregnancy testing and contraceptives, STI testing and health concerns. Also included are the assessment of illness or injury and the dispensing of non-prescription drugs. A registered nurse is available Monday – Friday, 8:30 am – 4:30 pm. A physician is on campus two half days per week. Appointments are recommended. All information and visits to the Health Centre are strictly confidential.

## Student Prescription and Accident Insurance Plan

Full-time on-campus students are automatically enrolled in the insurance plan. Coverage is for 80% of most prescriptions. Go to [loyaliststudents.com](http://loyaliststudents.com) for details of prescription and accident coverage.

## Health Insurance

The Ontario Ministry of Health provides Ontario residents with extensive coverage for most hospital and medical costs. Students are strongly encouraged to ensure their coverage is up to date. Out of province students must notify their provincial health card provider that they are attending school in Ontario and for what period.

## Student Activity Centre

The 11,000 square foot Student Activity Centre celebrates its 17th anniversary this year and has become a focal point of student life at Loyalist College.

### The Centre has a lot to offer:

- The Shark Tank Pub
- Tim Hortons
- Movies on the “Big” screen
- 7 pool tables; 10 TVs
- A state-of-the-art dance floor lighting and sound system
- An outdoor patio
- Wireless hot spot
- Lounge space

The Student Activity Centre is open Monday to Friday from 7:30 am to 4:30 pm. The Shark Tank Pub opens at 12 noon Monday to Friday and is open during the evening for Student Government pub nights and special events. For further information, contact the Student Centre office at 613-969-1913, ext. 2101, or visit [sharktankpub.com](http://sharktankpub.com)



Photo: Paula Trotter

## Student Government

The Loyalist Student Government is here for you academically, socially and personally. If you experience any difficulties, your Student Government representatives will do their best to help you. To reflect the views of students, the Student Government has representation on all college committees. A lot of fun activities are planned for you, such as Orientation Week, concerts, comedians, hypnotists, semi-formals and much more held at the on-campus Shark Tank Pub!

Some of the many top Canadian bands that the Loyalist Student Government has presented include: *Three Days Grace, Bedouin Soundclash, Hedley, Finger Eleven, Doc Walker* (shown above), *ill Scarlet, Faber Drive, Our Lady Peace, Theory of a Deadman, K-OS, Alexisonfire, The Trews, Sum 41, Bif Naked, Shawn Desman, Default, Kardinal Offishall, Swollen Members, Gob, Sloan, Mobile, Wide Mouth Mason, David Usher, Holly McNarland, Chocclair, Simple Plan, Classified, Marianas Trench, Down with Webster, Stereos, Suzie McNeil* and *Tara Oram*. Check out photos to view highlights from these extraordinary events at [loyaliststudents.com](http://loyaliststudents.com).



Photo: Paula Trotter

In addition to sponsoring many social activities, the Student Government contributes to the Student Opportunity Trust Fund Bursaries and enhances campus life through many facility improvements. The Student Government office is located in the Student Centre.

## Transportation

During the week, the Belleville Transit (BT) provides service every half hour between 6:40 am and 7:10 pm and every hour between 7:10 pm and 10:10 pm. The Loyalist route allows transfer to all other BT routes in Belleville. Students may purchase a monthly or semester pass at the campus bookstore. BT fees for 2011-2012 are: \$65 – monthly pass; \$244 – semester pass (valid Loyalist College Student I.D. Card or Receipt of Tuition with photo I.D. required). Schedules and maps are available from BT. Bus service is also available during the day, to and from Trenton, with Laidlaw Transit Ltd. (call 1-888-738-8808 for schedule). Students requiring transportation from other locations can usually obtain rides from students who have cars.

### Parking Fees (2011-2012)

TYPE OF PERMIT	STUDENT RATE
Annual	\$125
Monthly	\$50
Daily	\$5

Daily Rate includes tax. For other rates, HST is additional. Permits may be obtained from the Bookstore.

PLEASE NOTE: These rates are subject to review and change annually.

## Loyalist College Welcomes You.

*Bring your conference to Loyalist College and take advantage of the wide range of resources available to you.*

- Fully-equipped Student Centre
- Superior residence accommodations
- Classrooms, meeting rooms, stages and lecture halls
- Complete food and beverage service available
- The Parrott Centre
- New computers, printers and a variety of software
- Audio/visual supplies and technicians available
- Faxing, printing and duplicating facilities
- Teleconference arrangements
- Messaging centre
- Fitness and recreation facilities
- Free summer parking
- Centrally located between Kingston and Toronto

LOYALIST COLLEGE  
P.O. Box 4200, Wallbridge-Loyalist Rd.  
Belleville, ON K8N 5B9  
Tel: (613) 969-1913, ext. 2375

[loyalistcollege.com](http://loyalistcollege.com)

\*Some facilities and services may not be available during certain times of the year



Student Centre

Photo: Ebony Sager

Lecture Theatre

# Student Life

## Housing

### Off-Campus Housing

#### Students:

Places4Students.com is our official Off-Campus Housing Service. You can find the listings at **places4students.com**, in the student section, click go and search by school name and view listings. This site enables you to find the place that is right for you. View the listing online 24/7. You can also post listings, post a profile, and find potential roommates.

The College does not inspect any of the homes listed. It is the student's responsibility to judge their suitability. The College cannot and does not accept responsibility for housing arrangements made by persons using the site.



### Residence

The Loyalist Residence consists of five four-storey buildings and a residence 'commons' building situated in a wooded country setting. The buildings accommodate up to 476 students. Each unit has been designed as an apartment, containing a kitchen, dining area, living room, two bathrooms and six bedrooms. Students have their own private, carpeted bedroom furnished with a bed, desk, bookshelf, dresser, corkboard, and night table. Each bedroom has a window. Each kitchen and dining area is equipped with a fridge, stove, microwave, dining table, chairs, love seat, and a coffee table. Barrier-free units are available in three buildings.



Residence Commons interiors



**Residence Fees 2011/2012:**  
\$5,290 (two semesters)



Residence Commons – move-in day



**NEW** – A townhouse-style residence complex, providing living accommodations for 104 upper-year students. Fees for 2011/2012 are \$5,360\* plus utilities for a 10-month lease (from July to May).

\*subject to change by Campus Living Centres



# Student Life

## Athletics

Loyalist's athletic programs provide opportunities for all students to participate in a wide range of different sports. Beginners can sign up for basic instruction or the highly-skilled can compete in rigorous and challenging intercollegiate leagues and tournaments. All programs are under the direction of professionally-qualified staff and are regularly reviewed to ensure that they are in accord with current interests and needs.

### Varsity Athletics

Varsity Athletics are for those individuals who thrive on competition and enjoy teamwork, commitment and the pursuit of excellence. Our reputation for offering quality varsity programs is recognized at both the provincial and national level.

With some of the top collegiate coaches in the province, Loyalist coaching staff bring with them integrity, honesty and the willingness to teach our student athletes valuable lifelong lessons.

Loyalist teams compete in the Ontario Colleges Athletic Association (OCAA). The OCAA has long been recognized as one of the toughest conferences in the country. Loyalist currently offers (2011-12 season) the following varsity programs:

#### MEN'S VARSITY

Volleyball  
Basketball  
Rugby

#### WOMEN'S VARSITY

Volleyball  
Basketball  
Soccer  
Rugby

*plus* Cross-Country Running  
(combined Men's and Women's varsity program)

### Campus Recreation Program

Campus Recreation programs at Loyalist are fun-oriented. They are a great way to get out and meet people, do things with a group, and make friends. Most of the activities are co-ed including bowling, tennis, softball, volleyball, badminton. All in all, there are over 20 campus recreational events.

Students can also join the Campus Recreation committee. This committee organizes and runs all the campus recreational events. All newcomers are welcome to join this organizing body.

**Sports Dome** – a 35,000 sq. ft., year-round indoor sports facility

### Outdoor Education

Outdoor Education offers opportunities to discover the beauty of our natural environment, and to develop the capacity to adapt to challenging situations. In the process, specific skills are acquired in canoeing, snowshoeing, downhill and cross-country skiing, camping and map-reading. One also learns the true meaning of companionship.

### Recreation

When not required for scheduled instruction, practices or games, all on-campus athletic facilities are available to students for informal recreational activity. Availability is on a first-come, first-served basis – in some instances, facilities may be booked in advance through the Athletics Department.



### Athletic Facilities at Loyalist College

- Full-sized and well-equipped gymnasium with glass basketball backboards, Speith Anderson volleyball standards and more.
- Fitness Centre that provides everything you need to get into shape! Life Fitness strength machines and numerous cardiovascular conditioning devices.
- Two soccer fields, one with lights.
- Six Chevron cushion-coated tennis courts with lights.
- Baseball diamond.
- Volleyball courts on beach sand surrounded by grass.
- Outdoor sports pad with lighting for ball hockey, basketball, volleyball and other activities.
- 10-hole frisbee golf course.

For hockey, bowling, golfing and skiing, arrangements are made for the use of off-campus facilities.

# Student Life

## Learning Services and Facilities

### Academic Centre for Testing (ACT)

Students who are unable to write a test or exam during regular class time or who require special accommodation may be referred by faculty to ACT to schedule an alternate test provision. Written request for alternate test service is required at least 48 hours before the regular scheduling of a test or exam and a fee may apply. For further information on the test centre services, please contact the Student Success Hub at ext. 2519.

### Counselling Services

Counselling services are available to assist students with personal issues such as anger, depression, overwhelming stress, substance use or other addictions, sexual or other assault, abuse and mental illness.

Sessions are:

- **Confidential** – This means that the information revealed by you stays between you and the counsellor. Your faculty and your family/friends will not know about the sessions unless you choose to tell them.
- **Free of charge** to all students.
- **Without obligation to continue** – You do not have to come more than once but can come back if you feel it would be helpful.
- **Self-directed** – The counsellor does not require you to talk about any particular issue but will help you try to decide what is most important.

Appointments can be arranged by dropping by the Student Success Hub or by contacting ext. 2519.

### Library Services – The Parrott Centre



The Library provides the Loyalist community with unlimited access to a wealth of information found in resources ranging from traditional print and video to new and ever changing online resources.

- Our **print collection** provides you with an in depth look at certain topics through books, journals, newspapers, government documents and statistics.
- Our **audio-visual collection** provides you with an extensive collection of videotapes and DVDs to supplement your learning needs.
- Use our **electronic resources** to access general and academic journals on specialized topics, e-books, and online dictionaries and encyclopedias.
- Create a personal **RefWorks** account to help you organize your research, format in-text citations and prepare a bibliography.
- **Information Desk** staff members are available to provide valuable search assistance.

Access to our library catalogue and our electronic resources are available to Loyalist students from inside the College as well as from home: [loyalistlibrary.com](http://loyalistlibrary.com)

## Peer Tutoring and Academic Skills Centre

The Centre's mission is to support the advancement of student knowledge by assisting all Loyalist College students in meeting their academic goals, through peer support, in an environment that is positive and supportive and promotes learning independence.

One-to-one course-specific tutoring is offered for students who are experiencing academic difficulty as well as those interested in improving their grades. Students are matched with successful upper-year tutors who will work with them to enhance their knowledge of course material.

The Centre offers writing enhancement support to Loyalist students from across all disciplines of study. This "conception to completion" writing service is operated on a drop-in basis and is neither program-specific nor course-specific, it is simply writing based. The Centre also offers drop-in mathematics and computer support to assist students in meeting their academic goals. For more information, stop by the Student Success Hub, or call ext. 2163.

## Student Access Lab

The expanded Student Access Lab (SAL) was opened in January 2004. Located just inside the main entrance to the College, the Lab is a state-of-the-art facility that provides 120 computers, three printers, two scanners and up-to-date software used in most academic programs. SAL was established by your Student Government, is funded by your Student Information Technology fee, and is available to all full-time Loyalist students. Please take every opportunity to utilize the Lab to finish and print assignments, conduct research or to keep in touch with friends and family.

### Hours of Operation During the Academic Year\*

MONDAY – THURSDAY: 8:00 am to 10:00 pm

FRIDAY: 8:00 am to 4:00 pm

SATURDAY & SUNDAY: 12:00 noon to 4:00 pm



Student Access Lab

Closed statutory holidays and Christmas break. \*Subject to change based upon need.

## Student Success Mentors

Each school provides a Mentor to assist students with academic issues to enhance student success. Seminars are offered on learning skills, time management, adults returning to learning, career development, and making the transition from high school to college. See our web page for information on learning skills, time management, test taking, and other student success topics.

For more information or to make an appointment, contact the Student Success Hub at ext. 2519.

**Media Studies, Architecture, Building Sciences, Skills Training, Access** – Debra O'Shaughnessy  
**Health and Human Studies** – David Beer

**Business and Management Studies, Biosciences, Centre for Justice Studies** – Sean Fitzgibbon  
**Access (Academic and Career Entrance), eLab and First Generation** – Kelly McGuire-Smith

## Students with Disabilities

Students with disabilities such as learning, hearing, vision, mobility, AD(H)D, ASD/Aspergers, mental health, medical and brain injury are invited to contact the Manager, Disability Services, to discuss supports and accommodations.

We require documentation verified by a health care professional identifying the nature of the disability and the recommended support services. Each student's case must be evaluated individually. Early identification is imperative in order to develop an individualized education plan.

For more information, contact the Manager of Disability Services at ext. 2168.

# Financial Assistance

## Government-Sponsored Programs

Canadian citizens, permanent residents and protected persons may apply for government-sponsored financial assistance to help with tuition fees, books and living expenses during the academic year. The program for Ontario residents is known as the **Ontario Student Assistance Program (OSAP)**.

OSAP is a needs based program. This means that your financial aid through OSAP is based on a formula that compares your educational costs to expected contributions from your parents/spouse (if applicable) and your own income and assets.

OSAP provides assistance in various forms of loans, grants and bursaries. Ontario residents should apply online at [osap.gov.on.ca](http://osap.gov.on.ca). The application will then be downloaded to the institution you plan to attend.

Out-of-province residents may make application for financial assistance to the appropriate government department of their home province. The address can be obtained from the financial aid office at the university or college in their home area or from the Financial Assistance Office, Loyalist College, telephone: (613) 969-1913, ext. 2226 or ext. 2425.

Loans from OSAP are not available before the start of classes, so students are expected to pay deferral fees from their own resources.

For OSAP purposes, a student must maintain a minimum satisfactory scholastic standard (60% average per semester). If you fail one semester you will be placed on academic probation. A second failed semester could result in the denial of further OSAP funding.

## Scholarships, Bursaries and Awards

To be eligible for bursaries at Loyalist College, students must be registered full time in a post-secondary program with a minimum 60% course load. Students with a disability must be registered with the Disability Services Office at Loyalist College and must have a minimum 40% course load.

### What is the difference between a scholarship, bursary, and an award?

A **scholarship** is a non-repayable sum of money awarded to a student to help finance further education. Most scholarships are based on merit in areas ranging from academic achievement to athletics. In certain cases, financial need may be taken into account as a secondary criterion to decide between candidates of approximately equal achievement.

A **bursary** is a non-repayable sum of money primarily based on financial need, but academic achievement may also be considered. When applying for bursaries, applicants must provide detailed documentation describing their financial situation.

An **award** is given in recognition of outstanding achievement. Awards may be in the form of books, plaques, subscriptions or money.

*continued*

**Loyalist College provides over \$900,000  
each year in awards, bursaries, scholarships and  
Work Study opportunities**

### **What is the difference between an entering, returning, graduating and post-graduate student?**

An **entering** student is someone who is entering post-secondary education for the first time.

An entering student may not necessarily have come directly from high school. An entering student may also be a mature student who is entering college after several years in the workforce.

A **returning** student is a student who is already enrolled in post-secondary studies, beyond the first-year level.

A **graduating** student is someone who is completing his or her two or three-year program of studies at Loyalist College. Many award and scholarship recipients are identified by their program coordinators as having excelled in their studies. These awards generally recognize achievement throughout the students' academic term at Loyalist College and are presented at the Convocation ceremony.

A **post-graduate** student is someone who has previously graduated from a university or college program and is now entering post-graduate studies at Loyalist College.

**NOTE:** Entries in the following chart which are available to the Student Group All include students who are entering, returning, graduating – or are Loyalist College post-graduate students. The number of bursaries and dollar amounts may vary based on interest generated from endowment funds. Criteria may be revised without notice.

All awards and bursaries will be presented at the Undergraduate Awards ceremony in the fall, unless otherwise noted. Please refer to the **Awards Directory** for specific details. Students are only required to apply for awards/bursaries with an application deadline date. All other awards/bursaries will be selected by program faculty or the academic awards committee.

**APPLICATION:** To apply for bursaries at Loyalist College, students can access the online application at [myloyalist.com](http://myloyalist.com), click on Bursary. The application deadline will be given in the Awards Directory chart. (Dates may vary. What appears online will be correct). For further information regarding awards, bursaries and scholarships offered at Loyalist College, please contact Awards Officer, Joanne Farrell, at (613)-969-1913, ext. 2202 or [jfarrell@loyalistc.on.ca](mailto:jfarrell@loyalistc.on.ca).

Scholarships, awards and bursaries listed are subject to change without prior notice and are subject to conditions as may be set by the College and/or donor of the award.

### **Other Financial Support**

General Bursaries based on financial need are available from funds set aside from tuition fees. For specific information about these bursaries, please contact the Financial Assistance Office.

In addition to bursaries, a total of \$300,000 is available College-wide through the College's work study program. For more information, please contact the Financial Assistance Office (613) 969-1913, ext. 2226.

For more information on other awards, please refer to the College website at [loyalistcollege.com](http://loyalistcollege.com). Additional scholarship information can be found at:  
[scholarshipscanada.com](http://scholarshipscanada.com) / [studentawards.com](http://studentawards.com) / [campusaccess.com](http://campusaccess.com)

# Scholarships, Bursaries and Awards Available to First Year Students

Award/Bursary/Scholarship	No. of Awards	Amount	Student Group	Special Selection Criteria	Deadline for Application
Aboriginal Post-Secondary Bursary	10	\$1000	A	Annual bursary available to full-time aboriginal students registered in any post-secondary program at Loyalist College. Students must demonstrate financial need.	Sept. 16
Andrew White Excellence in Media Award	1	\$600	A	The candidate should be a student in excellent standing in any media program, in any year (must have completed at least first semester and returning for one more year). The candidate will complete a 'new media' solo assignment that is part of existing curriculum and represents innovation. The candidate should also exemplify professionalism in all regards. The project should include an executive summary that: states why (s) he merits the award and the criteria of the project itself including timeline for completion. (All media programs have a new media component in their curriculum. This can be web design, electronic portfolio, blogs, multi-media presentations, implementation design, and many more. What they share is innovation in the realm of new media.) We would suggest a submission date of April 30th of any given year. Submissions will be made to the program coordinators and they will short list the candidates to 3-5 submissions. The Award committee will then choose the ultimate winner.	Apr. 30
Ann and Albert Theriault Memorial Bursary	1	\$1000	A	This bursary will be available to first and second year students registered in the Social Service Worker Program, who have overcome challenges and demonstrated a commitment to the social service field. Students must demonstrate financial need to qualify.	Sept. 16
Barbara Cooper Bursary (sponsored by the Belleville Rotary Club)	1	\$175	A	Special needs as assessed by the Disability Services Office.	Jan. 31
Bay of Quinte Power Squadron Bursary	1	\$425	A	Available to all students – financial need is the only criteria.	Sept. 16
Ben Murphy Bursary	3	\$1000	A	Permanent resident of the Frankford area.	Sept. 16
Bev & Ian Reilly Bursary	2	\$600	A	Available to all students – financial need is the only criteria.	Sept. 16
Bob McKnight Memorial Bursary	1	\$250	A	An annual award given to a full-time student registered in any Post-Secondary Program at Loyalist College. All students are eligible, but preference will be given to students who have participated in the OYAP Program (Ontario Youth Apprenticeship Program) or any other provincial program with apprenticeship options. This will include current programs and any new programs that may be developed in the future. The student must be from the Belleville area (including Thurlow & Sidney wards) and must demonstrate financial need.	Sept. 16
Chawkers Foundation Bursary	2	\$500	A	Available to all students – financial need is the only criteria.	Sept. 16
City of Belleville, Thurlow Ward Bursary	1	\$100	A	Resident of Thurlow Ward.	Sept. 16
City of Quinte West – Sidney Ward Bursary	1	\$100	A	Resident of Sidney Ward.	Sept. 16
City of Quinte West – Murray Ward Bursary	1	\$225	A	Resident of Murray Ward.	Sept. 16
Crane Fund for Widows and Children Bursary	1	\$250	A	Available to all students registered in any post-secondary program that demonstrate financial need and meet the following criteria: 1. Deserving widows and or children of men who, at their death, have left their widows and children without adequate means of support OR 2. Deserving wives and or children of men upon whom they are dependent for support but because of age or other disability, are unable or for other reasons, fail or neglect to adequately support their respective wives and or children.	Sept. 16
Douglas Baxter Memorial Bursary	2	\$500	A	Available to all students – financial need is the only criteria.	Sept. 16
E. E. Williamson Bursary	1	\$500	A	Registered in a Health Science program.	Sept. 16
Eileen McLaughlin Bursary	1	\$250	A	Registered in the Academic & Career Entrance Program.	Faculty Section
Financial Need Bursary – Winter only (amounts may vary)	varies	varies	A	Annual bursary based on financial need and made available from funds set aside from tuition fee increases.	Jan. 10-27
First Generation Bursary	10	\$1000	A	A first generation student is an individual whose parents have not attended post-secondary studies. Parent can be either biological or step-parent. As part of the selection process, we will consider the "parents" with whom the student resides. Students must demonstrate financial need.	Sept. 16
Follett of Canada Inc. Bursary	4	\$450	A	Available to all students – financial need is the only criteria.	Sept. 16
General Memorial Bursary	1	\$150	A	Available to all students registered in any post secondary program who demonstrate financial need. This bursary is given in memory of former staff and students of Loyalist College.	Sept. 16

STUDENT GROUP LEGEND: **E = Entering** / First year students eligible; **A = All** / All students, all programs eligible

Award/Bursary/Scholarship	No. of Awards	Amount	Student Group	Special Selection Criteria	Deadline for Application
Georgina Thompson Health Sciences Bursary	1	\$225	A	Registered in a Health Science program.	Sept. 16
Hastings Children's Aid Society/Quinte Children's Foundation Kiwanis Club Bursary	1	\$1250	A	The purpose of The QCF Kiwanis Endowment shall be to provide financial support to Crown Wards or Former Crown Wards of the Hastings Children's Aid Society who are attending Loyalist College in a full time program of study. Students may be new admissions to Loyalist or may be returning, but in all cases must attend a full time program of studies. Returning students must have successfully completed their previous year. Students will be eligible for any diploma or degree program offered by Loyalist.	Selection made in May by Hastings CAS
Joe Roberts – Courage to Change Bursary	1	\$200	A	Business Administration or Business Sales and Marketing program. Must be a mature student who has overcome obstacles or challenges in life to succeed and return to school. Must submit supporting documentation (brief essay outlining obstacles/challenges)	Sept. 16
John & Jean Naumann Memorial Bursary	1	\$500	A	An annual bursary for students registered in the Motive Power Fundamentals program at Loyalist College. This bursary will be available to first and second year students, who demonstrate financial need.	Sept. 16
Kinsmen Club of Trenton Bursary	1	\$150	A	From the Trenton area, with special needs as assessed by the Disability Services Office.	Jan. 31
Lee Reilly Dennis Bursary	3	\$400	A	Annual bursary available to all students registered full-time in any post-secondary program of study at Loyalist College.	Sept. 16
Loyalist College Alumni Association Bursary	11	\$1000	A	Available to all students – financial need is the only criteria.	Sept. 16
Loyalist Student Government Bursary	6	\$500	A	Available to all students – financial need is the only criteria.	Sept. 16
Mary McConnell Bursary	4	\$600	A	Annual Bursary to a mature female student who has returned to Post-secondary education after an absence from the education system. Preference will be given to students from the Quinte Area.	Sept. 16
Maxfield Foundation Bursary	1	\$450	A	Available to mature students registered full time in any post-secondary program at Loyalist College. (Mature student defined as: a student who has had a break in education and returned to post-secondary studies). Students must be from the Quinte West area.	Sept. 16
Métis Nation of Ontario Bursary	2	\$650	A	Métis status and a resident of Ontario.	Sept. 16
Municipality of Brighton Bursary	1	\$225	A	Permanent Resident of Brighton area.	Sept. 16
Muriel Gibson Bursary	1	\$450	A	Available to all students – financial need is the only criteria.	Sept. 16
Pape Management Consulting Services Bursary	1	\$225	A	Registered in the Social Service Worker program.	Sept. 16
Quinte Children's Foundation / Quinte Veteran's Association Bursary	1	\$1000	A	The purpose of The QCF/QVA Endowment shall be to provide financial support to Crown Wards or Former Crown Wards of the Hastings Children's Aid Society who are attending Loyalist College in a full time program of study. Students may be new admissions to Loyalist or may be returning, but in all cases must attend a full time program of studies. Returning students must have successfully completed their previous year. Students will be eligible for any diploma or degree program offered by Loyalist.	Selection made in May by Hastings CAS
Quinte Sunrise Rotary Bursary	2	\$500	A	Registered in the following programs: Bio-Food, Bio-Technology, Chemical Engineering, Environmental Technology, Journalism – Online, Print and Broadcast, Photojournalism, Developmental Services Worker, Early Childhood Education, Human Services Management and Social Service Worker programs. Must submit a 200 word essay on projects or research involving one of the following: i) enhancement of the environment, water supply and quality; ii) literacy; iii) issues around human security and health promotion. Must also submit a letter of support or other validation from the group or individual with whom they were involved.	Sept. 16
Rotary Club of Brighton Bursary	1	\$225	A	Resident of the Brighton area, with special needs as assessed by the Disability Services Office.	Jan. 31
Rotary Club of Campbellford Bursary	1	\$275	A	From the Campbellford area, with special needs as assessed by the Disability Services Office.	Jan. 31
Rotary Club of Picton Bursary	1	\$225	A	Resident of Prince Edward County, with special needs as assessed by the Disability Services Office.	Jan. 31
Rotary Club of Trenton Bursary	1	\$250	A	Resident of Quinte West, preferably Trenton Ward, with special needs as assessed by the Disability Services office.	Jan. 31
Royal Canadian Legion, Trenton Bursary	1	\$125	A	Resident of the Trenton area.	Sept. 16
Sisters of Providence of St. Vincent de Paul Bursary	1	\$100	A	Registered in Print Journalism, Broadcast Journalism, Radio Broadcasting or Photojournalism. Student must submit a student produced news story, newspaper or magazine feature or photograph that displays "Responsible Reporting on Social Justice Issues".	Sept. 16 Sisters of Providence Select

STUDENT GROUP LEGEND: **E** = Entering / First year students eligible; **A** = All / All students, all programs eligible

Award/Bursary/Scholarship	No. of Awards	Amount	Student Group	Special Selection Criteria	Deadline for Application
<b>Stark Family Fund Bursary</b>	1	\$400	A	Available to all students from Prince Edward County who are registered full-time in any post-secondary program. Students must demonstrate financial need.	Sept. 16
<b>Student Success Bursary</b>	1	\$100	A	Annual bursary available to all full-time students registered in any post-secondary program. Students must demonstrate financial need and have an affiliation with the Disability Services Office.	Jan. 31
<b>Town of Bancroft Bursary</b>	1	\$150	A	Permanent resident of the Bancroft area.	Sept. 16
<b>W. Garfield Weston Foundation Bursary</b>	4	\$600	A	Available to all students – financial need is the only criteria.	Sept. 16
<b>Athletic Scholarships</b>	varies	\$1000	E	Available to varsity level students. Contact Jim Buck for further information, (613) 969-1913 ext. 2245. No application required.	Athletic Dept. Selection
<b>Board of Governor's Scholarship</b>	1	\$2000	E	Students in each of the Schools of Business and Management Studies, Centre for Justice Studies; and School of Skills Training.	Sept. 16 (separate app.)
<b>Carol Bell Murphy Scholarship</b>	2	\$1000	E	Permanent resident of one of the Atlantic provinces, with financial need and high academic standing in secondary school.	Sept. 16
<b>Chester Schwandt Bursary</b>	1	\$225	E	Resident of the Bancroft/Haliburton area with a minimum B standing in Grade 12 and financial need.	Sept. 16
<b>County of Hastings Scholarship</b>	1	\$450	E	Out of school for four years and have lived in Hastings County for the last two years (excluding the cities of Quinte West and Belleville), with high academic standing in high school.	Sept. 16
<b>District 8 Roads Supervisors Association Bursary</b>	1	\$500	E	Given to a student registered in first year in a program related to road work – Civil, Construction, Survey or Environmental Technician. The student must be from one of the following counties: Hastings, Frontenac, Prince Edward, Lennox & Addington or Leeds Grenville. If the student maintains the class average or higher, he or she may be granted the bursary in their second year of studies.	Sept. 16
<b>Douglas Auld Bursary</b>	1	\$375	E	Annual bursary for a first year student who has demonstrated scholastic achievement in secondary school and has shown involvement in school and/or community. (Students must submit a copy of their high school transcript and résumé.)	Sept. 16
<b>Eileen McLaughlin Scholarship</b>	1	\$300	E	Academic excellence in the Academic and Career Entrance Program, and registered in a post-secondary program.	Faculty Selection
<b>Ferris Scholarship Fund</b>	varies	\$1000	E	Available to students entering a full time program at Loyalist College. Student must show high academic achievement in secondary school. Preference will be given to students from the following counties: Hastings, Lennox & Addington, Frontenac and Prince Edward. Based on funding, if the student maintains an 80% average for their first year at Loyalist College, the bursary may be renewable.	Sept. 16
<b>Ferris Scholarship Fund – January Start Programs</b>	varies	\$1000	E	Available to students entering a full time program at Loyalist College. Student must show high academic achievement in secondary school. Preference will be given to students from the following counties: Hastings, Lennox & Addington, Frontenac and Prince Edward. Based on funding, if the student maintains an 80% average for their first year at Loyalist College, the bursary may be renewable.	Jan. 11-28
<b>G.D. Jewell Engineering Inc.</b>	1	\$500	E	Available to a Civil Engineering Technician student, for high academics in high school.	Sept. 16
<b>Hastings County Plowmen's Association</b>	1	\$300	E	Family owns or operates a farm in the County of Hastings, student must demonstrate high academic standing in secondary school. Must provide OFA or CFO number.	Sept. 16
<b>Hotel &amp; Restaurant Management / Culinary Management Bursary – Year 1</b>	1	\$275	E	Available to all students registered in the first year of either the Hotel & Restaurant Management or Culinary Management Program. Students must be passing all courses and not have received another bursary in their first year of studies.	Sept. 16
<b>Hugh and Donna O'Neil Award</b>	3	varies	E	This award is available to students from Trenton High School (Trenton), St. Paul's Catholic Secondary School (Trenton) and St. Theresa Catholic Secondary School (Belleville), who are entering Loyalist College and have demonstrated academic excellence and contributions to their respective schools. This will be presented at the high school graduation. High School Selection.	High School Selection
<b>J. &amp; B. Edwards Enterprises Limited Bursary</b>	2	\$1200	E	Annual bursary available to employees of the H.J. McFarlane Memorial Home for the Aged who are registered, full-time or part-time, in a Loyalist College certificate or diploma program. If there are no employee applicants, the bursary will be available to the children or grandchildren of the employees of the H.J. McFarlane Memorial Home for the Aged who are registered full-time in any post-secondary program of study at Loyalist College. Should no employee, their children or grandchildren apply; the bursary will be made available to high school graduates from Prince Edward County who are registered full-time in a post-secondary program at Loyalist College.	Sept. 16
<b>John M. and Bernice Parrott Bursary</b>	varies	\$1000	E	Annual bursary available to students entering a full time program at Loyalist. Must show high academic achievement in secondary school and community involvement. (Must submit a copy of transcript and résumé). Based on funding, if student maintains an 80% average for the first year, the bursary may be renewable. Preference will be given to students from the 4-county area (Hastings, Prince Edward, Lennox & Addington and Northumberland Counties).	Sept. 16

STUDENT GROUP LEGEND: **E** = Entering / First year students eligible; **A** = All / All students, all programs eligible



Award/Bursary/Scholarship	No. of Awards	Amount	Student Group	Special Selection Criteria	Deadline for Application
<b>John M. and Bernice Parrott Bursary – January Start Programs</b>	varies	\$1000	E	Annual bursary available to students entering a full time program at Loyalist. Must show high academic achievement in secondary school and community involvement. (Must submit a copy of transcript and résumé). Based on funding, if student maintains an 80% average for the first year, the bursary may be renewable. Preference will be given to students from the 4-county area (Hastings, Prince Edward, Lennox & Addington and Northumberland Counties).	Jan. 11–28
<b>John M. and Bernice Parrott Scholarship</b>	1	\$100	E	Family owns and operates a farm in Hastings, Northumberland, Prince Edward or Lennox & Addington counties. Must have high academic standing in final year of secondary school and a letter from the local agriculture rep. verifying farm ownership.	Sept. 16
<b>Kinsmen Club of Belleville Award</b>	1	\$150	E	Academic standing in secondary school. Preference will be given to students from Belleville and surrounding area.	Sept. 16
<b>Kiwanis Club of Trenton Award</b>	2	\$175	E	Trenton High School and St. Paul's Secondary School (Trenton, Ontario), students entering Loyalist College with academic excellence and good citizenship at their respective high schools. Presented at the high school graduation.	High School Selection
<b>Loyalist College Alumni Association Award</b>	2	\$450	E	First year students who graduated from Loyalist College prior to 1995, or students who are children of a Loyalist College graduate.	Sept. 16
<b>Loyalist College Bursary</b>	1	\$1000	E	Available to first year students registered in the following programs: 3D Video Production and English for Academic Purposes.	Sept. 16
<b>Loyalist College Dual Credit Bursary</b>	5	\$1,000	E	This is an annual bursary available to students who have participated in the Dual Credit / OYAP (Ontario Youth Apprenticeship Program) and are entering first year in a post-secondary program at Loyalist College.	Sept. 16
<b>Loyalist College Entrance Scholarship</b>	varies	\$2000	E	Students who have an 85% high school average or over and accept our offer of admission by May 15th, will automatically receive a \$2,000 scholarship. (Average is required based on all Grade 11 and 12 courses.) Post-Graduate programs not eligible.	No Application Required
<b>Loyalist College Faculty Union Award</b>	2	\$500	E	This award is available to students who have just completed the Academic and Entrance Program and have registered full time in a post secondary program. Students must submit a resume outlining their work experience and College and community involvement, as well as a one-page essay that relates to a current issue in the College system (For example, the changing role of the teacher; life long learning; funding, etc.)	Sept. 16
<b>Loyalist College International Student Scholarship</b>	5	\$1000	E	Registered as International student and demonstrate financial need. Academic restrictions apply to second installment. Students receive \$500 in both the fall and winter semesters. Contact International Advisor, at international@loyalistic.on.ca or (613) 969-1913 ext. 2146 for more information and application.	International Committee Selection
<b>Loyalist College January Start Bursary</b>	3	\$500	E	Available to students who are beginning the first year of their program in the January semester. Students must be in one of the following programs: Accounting, Business Administration, Business Sales & Marketing, Corporate & Commercial Security, Community & Justice Services Worker, Corporate & Commercial Security, Customs & Immigration, Developmental Services Worker, Early Childhood Education, General Arts & Science, Paralegal, Personal Support Worker and Police Foundations Programs.	Jan. 31
<b>President's Scholarship</b>	1	\$2000	E	Students in the Schools of Architecture and Building Sciences; School of Bioscience; School of Health Science; School of Human Studies and the School of Media Studies.	Sept. 16
<b>Quinte Veteran's Association Bursary</b>	2	\$1000	E	An annual bursary available to full-time students registered in the first year of any post-secondary program of study at Loyalist College. Preference will be given to students from the Quinte area, which will encompass the four county areas of Hastings, Prince Edward, Northumberland & Lennox & Addington. Candidates for this bursary must have an affiliation with a cadet core or be a relative of a former war veteran. Candidates will be asked to submit background information. Students must also demonstrate financial need.	Sept. 16
<b>QuintEssential Credit Union Ron Koppmann Memorial Bursary</b>	1	\$2500	E	An annual bursary available to a first-year student registered in any Post-secondary Program. Candidate must be between the ages of 18-30 years of age, from one of the following Counties – Hastings, Lennox & Addington, Northumberland or Prince Edward and will be asked to take on the role of a "Youth Liaison" between QuintEssential Credit Union and Loyalist College students. Candidates should have a keen interest with financial and social issues facing youth and are able to offer a fresh perspective on current challenges and opportunities of attracting young adults to the Credit Union. Candidates should possess the level of commitment necessary to put forth time and effort require to actively promote and increase credit union awareness. Working with the CEO and the Youth Board member, the successful candidate would receive an honorarium based on his/her activity. This will be a one-year position, with the option to apply to the credit union to continue for another year. Candidates must submit a 500-word essay on "Given the technological advancements in banking, and the fact that more and more people do the vast majority of their banking on line, and therefore do not visit their financial institution in person very often, why should it matter where you bank?" Candidates will also be asked if they are prepared to serve as a "Youth Liaison". Candidates must also submit a résumé outlining their education, work and volunteer activities. The final five candidates will be interviewed and one chosen.	Sept. 16
<b>Reginald E. Tucker Memorial Bursary</b>	1	\$2000	E	Students must be registered in the Social Service Worker program, referred by staff from Hastings County Social Services, a resident of Hastings County, a single parent, 25 years of age or older, and in receipt of Ontario Works.	Hastings County Staff Selection
<b>Trentfab Inc. Bursary</b>	1	\$200	E	Students registered in the Mechanical Techniques program.	Sept. 16

STUDENT GROUP LEGEND: **E** = Entering / First year students eligible; **A** = All / All students, all programs eligible

# Part-Time Studies

## Earn credits toward a Loyalist Diploma or Certificate

At Loyalist we are committed to providing you with a full range of learning opportunities. Whether you are a high school student looking for a post-secondary education that will help you successfully launch your career, are currently in the workforce and looking to enhance your career opportunities, or are inactive in the workforce and looking for a career change, we have the options for you. Many of the courses that are part of our more than 60 career-focused programs are available on a full or part-time basis. This offers you the flexibility to earn

credits and work toward a diploma or certificate. Acceptance into courses is based on space availability and completion of any prerequisite courses. Costs vary depending on the number of instructional hours and range from approximately \$200 to \$400.

To register, or for information on the availability of courses, prerequisites and scheduled times and locations, please call: Belleville (613) 969-1913, ext. 2497  
Bancroft (613) 332-1743 OR 877-309-0317, ext. 228

## Bancroft Campus

The Bancroft Campus is situated one-and-a-half hours north of Belleville on Hwy 62 and one-and-a-half hours northeast of Peterborough. We are a small but vigorous satellite of the main campus in Belleville. Our Continuing Education in-class part-time programs include Paramedic, Practical Nursing, and Personal Support Worker. We continue to meet the growing needs of our community through the Outdoor Wilderness Experience Certificate program, online Distance Education courses and Employment Ontario services and Summer Jobs Service.

**Loyalist College Bancroft Campus**  
P.O. Box 10, 195 Hastings St. North,  
Bancroft, ON KOL 1 CO

Tel: 613-332-1743 or 877-309-0317  
Fax: 613-332-1743  
Email: [info@loyalistcbancroft.com](mailto:info@loyalistcbancroft.com)  
Website: [www.loyalistbancroft.com](http://www.loyalistbancroft.com)

## eLab

With the flexibility of online learning and the support of on-campus facilities, eLab assists students to meet their educational and career goals. Available at both the Bancroft and Belleville campuses, eLab is a unique e-learning facility where students get the technical and academic assistance they need to complete their full-time or part-time studies. For more information contact [elab@loyalistc.on.ca](mailto:elab@loyalistc.on.ca)

**Belleville** – Colleen Ringham 613-966-1913 ext. 2497  
**Bancroft** – Lisa Woodcock 613-332-1743 ext. 237

### Available areas of study include:

Accounting and Bookkeeping  
Office Administration  
Medical Office Administration & Transcription  
Justice Studies  
Early Childhood Education  
Computer and Technical Studies  
And many more

## Funding Options

For those who qualify, funding opportunities are available through a range of services – including Second Career, OSAP, First Nations Education Departments, WSIB, and Part-time Canada Student Loan Program.

### Second Career contact:

Sandy Novroski 613-969-1913 ext. 2373



“When the words cutback, downsize and unemployed entered my personal life — I knew I had to retrain, but the thought of regular classrooms and lecture halls was overwhelming. When I started researching my options the Office Administration – Medical Transcription program at Loyalist caught my eye. It is offered through eLab, an on-campus facility that made it possible for me to complete my diploma completely online, using College computers and working at my own pace. The opportunity to complete my diploma within a short period of time in a small, personal setting appealed to me. I was also fortunate to receive funding through a government retraining program.

“I needed to get back into the workforce quickly with new skills and a diploma – eLab was perfect for me.”

**Lee Anne Hamlyn**

OFFICE ADMINISTRATION – MEDICAL TRANSCRIPTION 2009  
TRANSCRIPTION EDITOR, CARDIOLOGY SERVICE GROUP, BELLEVILLE

**Second Career** is an Ontario government program to help people who have been laid off from as far back as January 1, 2005 and meet the established criteria of the program. The program helps unemployed workers who commit to a long-term training plan make the transition to new careers in growing areas of the economy. The program helps the applicant with the costs of tuition, books, living expenses and other costs associated with the training to build skills for a new career.



“Returning to school as a mature student was a huge challenge and it feels great to now be a college graduate. While in the program I did a work placement at Eden Place in Belleville. Not only did it build my confidence and make me realize this was a place that I would really like to work, it gave them the opportunity to see what I was capable of. I now work there fulltime and love it. It’s a retirement home and working with the clients in this environment is wonderful. I’m so glad that I returned to school because I would not be in this position today without my PSW certificate from Loyalist.”

**Sherry Marshall**

PERSONAL SUPPORT WORKER 2010  
PERSONAL SUPPORT WORKER, EDEN PLACE, BELLEVILLE

# Loyalist Pathways –

broaden your horizons and your career opportunities

## University Transfer Agreements

Loyalist has over 80 transfer agreements with universities across Canada and abroad. These agreements facilitate admission to degree programs by establishing credit for your accomplishments at Loyalist. This means you can complete a degree in a shorter length of time and with less expense.

Visit [loyalistcollege.com](http://loyalistcollege.com) for information on current transfer agreements.

General information on credit transfer between Ontario colleges and universities is available from the Ontario College University Transfer Guide at [ocut.on.ca](http://ocut.on.ca). Specific information on credit value can be obtained through the appropriate university.



Chris Newar works in a field he is passionate about and credits Loyalist College for giving him the confidence and skills to fulfill his career goals.

“The phenomenal faculty at Loyalist — and the hands-on training and small class sizes — was an invaluable experience. I was able to build upon this through the articulation agreement the College has with Royal Roads University in Victoria, B.C. I knew that I wanted to continue my post-secondary studies and obtain a degree. This provided the perfect opportunity for me to do so. Royal Roads gave me two years of credit for the Environmental Technology program I completed at Loyalist. It felt good to know they respected my Loyalist accomplishments and recognized them with advanced standing. Within one year I had earned my Bachelor of Science.

“My role as an Environmental Scientist is to ensure our government and private sector clients conform to environmental regulations regarding designated substances — specifically asbestos, lead, mercury and mould. It’s exciting to work in the field, determining if materials are hazardous to people or nature — and I’m proud that my specialized skill set qualifies me to make the tough decisions my position demands. The Loyalist and university combination is a strong asset. I have a job I love and I didn’t have to incur four years of university debt to obtain my degree.”

### Chris Newar

ENVIRONMENTAL SCIENTIST, DST CONSULTING ENGINEERS INC.  
LOYALIST COLLEGE, ENVIRONMENTAL TECHNOLOGY 2007  
ROYAL ROADS UNIVERSITY, BACHELOR OF SCIENCE 2008

## Double Diploma Opportunities

Double diplomas are pairings of programs that allow a graduate of a Loyalist diploma to complete a second diploma in a compressed time period – enabling you to take your diploma, and your career, to the next level.



Mikki Bushey graduated in 2009 with a three-year advanced Business Administration diploma with specializations in Materials Management and Human Resources. Wanting to further expand her horizons Mikki researched opportunities within the area of social services — a field she had always been drawn to. She decided to return to Loyalist, this time in the Social Service Worker (SSW) program. Her Business Administration credentials qualified her for exemption from four courses, an equivalent of almost one complete semester. In 2011 Mikki graduated with her SSW diploma. Mikki now puts the skills she acquired in both programs to use as Office Manager for the Canadian Mental Health Association (CMHA) — a job she loves.

“My Business diploma gave me the educational requirements for this position. It’s a non-profit organization and I’m responsible for maintaining finances, which includes payroll and providing procurement services. I’m also working temporarily as a housing caseworker through CMHA. They have three transitional homes that house individuals and families who are homeless, or at risk of being homeless. As a housing caseworker I complete intakes and provide referrals. I have the opportunity to work right in the homes with the tenants. This role is very rewarding and required a Social Service Worker diploma. Having both diplomas has given me the opportunity to work in the social services field with a solid understanding of the day-to-day administrative responsibilities.”

### **Mikki Bushey**

BUSINESS ADMINISTRATION 2009  
SOCIAL SERVICE WORKER 2011  
OFFICE MANAGER, CANADIAN MENTAL HEALTH ASSOCIATION

## Post-Graduate Certificate

Loyalist’s intensive one-year post-graduate programs give you the opportunity to build upon your current diploma, degree or professional experience – to gain the applied hands-on experience that will prove to be an invaluable asset as you move forward in your career path.



“I had worked on Parliament Hill as a political assistant prior to enrolling in the Post-Graduate Public Relations program. After completion, I returned with an additional skill set that has proved extremely valuable in the positions I’ve held since then. What was great about the Public Relations program was that it was practical and professional. ‘Watch one, do one, teach one,’ usually applies to medical students, but it really fits in this case as well. We weren’t just learning theory — we were learning the practical applications of PR. We were ready to move right into our field upon graduation. It’s a perfect complement to an undergraduate degree.”

### **Lisa Kirbie**

PUBLIC RELATIONS, LOYALIST COLLEGE 2007  
B.A. SOCIOLOGY, UNIVERSITY OF BRITISH COLUMBIA (OKANAGAN) 2002  
DIRECTOR, REGULATORY AFFAIRS/GOVERNMENT RELATIONS, ORNGE



New townhouse-style residence complex for upper-year students

# Schools of Architecture and Building Sciences

## ARCHITECTURE

Architectural Technician/Technology  
Residential Drafting and Design

## BUILDING SCIENCES

Civil Engineering Technician/Technology  
Construction Engineering Technician  
Construction Renovation Techniques  
Survey Technician

### OACETT CERTIFICATION

#### TECHNICIAN LEVEL PROGRAMS

OACETT recognizes applicable programs meeting all the academic requirements for certification in the Certified Technician (CTech) category. Graduates and final-year students are immediately eligible to be registered as associate members of OACETT upon submission of the graduate application form available through the Employment and Career Services Office or OACETT. Additional requirements to become fully certified (work experience, the OACETT Professional Practice Examination, peer references, etc.) will be requested once the application has been received. Requirements for certification are the jurisdiction of OACETT. For a list of applicable programs, please contact the Dean's Office, Loyalist College.

#### TECHNOLOGY OR APPLIED SCIENCE LEVEL PROGRAMS

OACETT recognizes applicable programs meeting all of the academic requirements for certification in the Certified Engineering Technologist (CET) or Applied Science Technologist (AScT) category. Graduates and final-year students are immediately eligible to be registered as associate members of OACETT upon submission of the graduate application form available through the Employment and Career Services Office or OACETT. Additional requirements to become certified (work experience, the OACETT Professional Practice Examination, the OACETT Technology Report, peer references, etc.) will be requested once the application has been received. Requirements for certification are the jurisdiction of OACETT. For a list of applicable programs, please contact the Dean's Office, Loyalist College.



#### Mike Upton

CIVIL TECHNICIAN 2008  
ROAD INSPECTOR, G.D. JEWELL ENGINEERING INC.  
*Inspector for the 2010 Sidney Street Bridge Rehabilitation Project*

**"It's exciting to know I've had a role in creating something that will exist long after I'm gone.**

When I came to Loyalist as a mature student I never imagined that two years later I'd be the inspector on projects of this magnitude. My job was to make sure that the contractors met all of the specified conditions. If there was a problem, I'd solve it. I'm outside and doing the things I love — I'm exactly where I want to be."

# Architectural Technician/Technology

CONTACT: Suzanne Churchill EMAIL: schurchi@loyalistic.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

Three-Year Ontario College Advanced Diploma

Option: One-Year Ontario College Certificate – Residential Drafting and Design (see page 32)

### HIGHLIGHTS

- Bring your design ideas to life in our state-of-the-art building sciences lab.
- Get an edge with skills in manual and computer-assisted drafting (CAD) and 3-D modelling using the latest software found in architectural offices.
- Loyalist graduates are well-respected by employers across Canada.
- Your diploma satisfies all of the academic requirements for professional certification through OACETT.
- Graduate after one, two or three years of study.

### CAREER OPPORTUNITIES

Architectural Technicians and Technologists are designers and project managers in architectural and consulting firms, working as part of a team with architects, interior designers, engineers, landscape architects and urban planners. They also work as project coordinators and estimators in construction firms; as technical and sales representatives for manufacturers; and as municipal zoning and building plans examiners and inspectors. Skills in entrepreneurship also prepare graduates for self-employment.

Graduates of the Loyalist Architectural Technician program meet all of the academic requirements established by the Ontario Association of Certified Engineering Technicians and Technologists (OACETT) for professional certification as Certified Technicians (C.Tech.) – and graduates of the three-year Architectural Technology program, as Applied Science Technologists (A.Sc.T.) or Certified Engineering Technologists (C.E.T.).

Graduates certified as an OACETT A.Sc.T. or C.E.T. may join the Ontario Association for Applied Architectural Sciences (OAAAS) and through it qualify to become a member of the Ontario Association of Architects as a Licensed Technologist OAA.

### PROGRAM DESCRIPTION

Form dictates function. Loyalist students gain an understanding of how physical space can influence behaviour, and the role of architecture in culture. The program combines lab work, classroom instruction, and major building projects in a studio setting.

Students work independently and in project teams to plan new construction and renovations. Graduates leave the program with extensive knowledge of construction materials and building codes; computer-assisted drafting (CAD) and 3-D modelling; and effective oral, written and graphic communication skills.

Independent design projects in each year of the program give students the opportunity to exercise creativity and analytical skills. Students will determine a structure's physical needs, and design solutions that creatively address the use of space, costs, construction methods, zoning and the environment. Then they will bring their concepts to life, creating a 3-D scale model of their designs.

In their graduating year, Technology students use 3-D modelling software to design a public facility in an under-served community. This comprehensive project ranges from preliminary studies to schematics, landscape and interior design, cost estimates and specifications, construction detailing, and production of a technical report. Students will also submit a presentation with working drawings to an advisory committee comprised of faculty and industry leaders. A one-month placement at the end of classes provides practical work experience. Many students graduate into a job.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$45

Books and Supplies: \$1,750 first year; \$1,200 second year; \$700 third year

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

(b) **Advanced standing** – Applicants may receive recognition for prior learning, or transfer of credit from another college or university.

(c) **Admission to further study** – After successfully completing Year One, students will graduate with an Ontario College Certificate in Residential Drafting and Design, and gain admission directly into Year Two of the diploma program. Students who complete the two-year program with a cumulative average of 60% or better will be awarded an Architectural Technician Diploma and will be eligible for admission to the third year of study.



**LOYALIST/UNIVERSITY TRANSFER**

Turn your diploma into a degree. Credit transfer agreements are in place for a degree outside of architecture, with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



## ARCHITECTURAL TECHNICIAN/ TECHNOLOGY CURRICULUM

**FIRST YEAR**

## SEMESTER ONE

ARCH 1000	Architectural Drafting Studio 1
ARCH 1001	Presentation 1
ARCH 1002	Issues in Design and Environment
BLDG 1000	Building Materials
BLDG 1001	Building Construction Codes and Standards 1
CADD 1000	CAD 1
MATH 1002	Computations

## SEMESTER TWO

ARCH 1003	Architectural Drafting Studio 2
ARCH 1004	Design 1
ARCH 1005	Intro to Architecture
BLDG 1002	Statics
BLDG 1006	Building and Environment
BLDG 1007	Building Construction Codes and Standards 2
CADD 1001	CAD 2

**SECOND YEAR**

## SEMESTER THREE

ARCH 2000	Presentation 2
ARCH 2004	Project Coordination and Research 1
BLDG 2000	Building Construction, Codes and Standards 3
BLDG 2015	Mechanical and Electrical Systems
BLDG 2018	Strength of Materials for Architecture
CADD 2000	CAD 3
HIST 2000	Cultural History
SURV 2004	Intro to Surveying

## SEMESTER FOUR

ARCH 2002	Design 2
ARCH 2003	Project Coordination and Research 2
BLDG 2002	Building Construction Codes and Standards 4
BLDG 2003	Structures and Drafting 1
BLDG 2013	Contracts Specs and Estimating
BUSI 3000	Entrepreneurship
CADD 2001	CAD 4

**THIRD YEAR**

## SEMESTER FIVE

ARCH 3000	Core Project 1
BLDG 3000	Structures and Drafting 2
BLDG 3013	Construction Management
HIST 3000	History of Architecture

## SEMESTER SIX

ARCH 3001	Core Project 2
BLDG 3001	Structures and Drafting 3
PLAC 3002	Career Research and Placement

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Residential Drafting and Design

CONTACT: Suzanne Churchill EMAIL: [schurchi@loyalistc.on.ca](mailto:schurchi@loyalistc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Be employment-ready in just 8 months.
- Bring your design ideas to life in our state-of-the-art building sciences lab.
- Get an edge using the latest software employed across the industry.
- Keep your options open. Credits can be applied toward a two- or three-year Architectural Technician/Technology diploma.

## CAREER OPPORTUNITIES

Skilled workers in residential drafting and design are employed by architects, designers, consultants, developers and builders. You may find opportunities as a house designer, drafts person, assistant project manager, renderer/concept artist, CAD operator, building product representative, or estimator.

The certificate also allows entry into the second year of the Architectural Technician/Technology diploma program. With further study, graduates can broaden their opportunities to work on larger commercial or public projects.

## PROGRAM DESCRIPTION

Hands-on learning is achieved through a combination of classroom instruction, lab work in our state-of-the-art building sciences laboratory, and a major design project in a fully-equipped studio setting. Each student designs a kindergarten classroom, considering the structure's physical needs, and designing solutions that creatively address the use of space, costs, code requirements and the environment. Students exercise creativity and analytical skills to create a design, then bring their concepts to life with a 3-D scaled model.

This program was designed in consultation with regional employers to produce graduates with the skills that are in demand right now. In eight months, students develop marketable skills in:

- blueprint reading and drafting
- knowledge of residential building codes
- computer skills for the office environment
- computer-assisted drafting (AutoCAD)
- construction methods for wood-frame housing
- estimating materials and costs
- presentation of designs, including drawings necessary to market their ideas
- environmentally-friendly construction systems and design approaches

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$45

Books and Supplies: \$1,750

## ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

## RESIDENTIAL DRAFTING AND DESIGN

### CURRICULUM

#### SEMESTER ONE

ARCH 1000	Architectural Drafting Studio 1
ARCH 1001	Presentation 1
ARCH 1002	Issues in Design and Environment
BLDG 1000	Building Materials
BLDG 1001	Building Construction Codes and Standards 1
CADD 1000	CAD 1
MATH 1002	Computations

#### SEMESTER TWO

ARCH 1003	Architectural Drafting Studio 2
ARCH 1004	Design 1
ARCH 1005	Intro to Architecture
BLDG 1002	Statics
BLDG 1006	Building and Environment
BLDG 1007	Building Construction Codes and Standards 2
CADD 1001	CAD 2

NOTE: Students who successfully complete the one-year Certificate are eligible to enter Year Two of the Architectural Technician/Technologist diploma program.

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

## CIVL

# Civil Engineering Technician/Technology

CONTACT: Heide Ross EMAIL: hross@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

Three-Year Ontario College Advanced Diploma

### HIGHLIGHTS

- Work in the field of heavy construction and infrastructure rehabilitation.
- Graduate in less than two years, ready to enter a high-demand and skilled profession.
- Get hands on experience using current technologies and equipment.
- A common first year allows ease of transfer to the Construction Engineering Technician program.
- Existing articulation agreements with a number of universities allow for advanced studies.
- A diploma from Loyalist satisfies all the academic requirements for professional certification through O.A.C.E.T.T.

### CAREER OPPORTUNITIES

Enjoy a wide ranging spectrum of opportunities in the dynamic, exciting and rewarding world of heavy construction. Whether you prefer to work inside, outside or a combination of both, as a Civil Engineering Technician or Technology graduate you will be prepared for employment within high-demand areas such as:

- Structural (superstructure) – design, construction and rehabilitation
- Geotechnical (foundation) – design, material testing, inspection as well as site supervision
- Municipal – water supply (filtration and distribution systems) and sewage disposal (treatment and collection systems)
- Transportation – roads and highways.

Employers who hire Loyalist graduates include:

- Consulting engineering firms
- Contractors
- Fabricators
- Municipalities and cities
- Federal and provincial agencies.

Some employment opportunities may require certification or the ability to become certified. To be certified in Ontario, graduates must apply to the Ontario Association of Certified Engineering Technicians and Technologists (OACETT).

Loyalist graduates meet all the academic requirements for professional certification. Additional requirements include work experience, peer references, a Professional Practice Examination and submission of a technology report (for Technology graduates) to be approved by OACETT.

### PROGRAM DESCRIPTION

Loyalist has developed a well-rounded program combining classroom instruction, hands-on learning in the field, and lab work in our state-of-the-art building sciences lab. The first year provides a strong foundation in surveying and drafting principles and computer applications including AutoCAD. A common curriculum allows easy transfer to the second year of a diploma in Construction Engineering Technician. With the completion of additional courses, students can also transfer to the Survey Engineering Technician program.

In their second year, students gain specialized skills in highway design, structural drafting, materials testing, municipal water and sewer systems, and estimating. Students produce precise surveys in the field with sophisticated GPS equipment. The third year places greater emphasis on design, including structural components in steel and concrete, and the behaviour of fluids in open and closed conduits. Technology students learn practical supervisory techniques, and produce a technical report similar to the one required for professional certification.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$800

### ADMISSION REQUIREMENTS

- (a) **Required academic preparation** –
- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152
- (b) **Recommended academic preparation** –
- Math MCT 4C
  - MCF 3M
- (c) **Advanced standing** – Applicants seeking recognition for prior learning, or transfer of credit from another college or university, are encouraged to review their qualifications with the program coordinator.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Lakehead University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



### Joseph Reid

CIVIL ENGINEERING TECHNOLOGY 2009  
SUPERVISOR OF ROAD SERVICES, CITY OF BELLEVILLE

"I started working for the City of Belleville as soon as I graduated from high school. After working there for a few years I realized that my opportunities for advancement would be much greater if I completed more formal education. I researched the programs that applied to the type of work I was doing and enrolled in the Civil Engineering program at Loyalist. There were challenges as I continued to work full-time while attending college – working nights so I could attend classes during the day and using my vacation time for the same purpose – but it was definitely worth it.

"The faculty is knowledgeable and supportive – they understand the different needs of the students. I have advanced to the position of Supervisor of Road Services with the city and it is exciting to look ahead and know that I am prepared for the opportunities my career holds for me. I find this work very rewarding because you can see the results of what you do – new buildings, new roads."

## CIVIL ENGINEERING TECHNICIAN/ TECHNOLOGY

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

BLDG 1005	Building Methods and Materials
CADD 1004	CAD 1
COMM1002	Technical Communications 1
MATH 1012	Mathematics 1
SURV 1000	Geomatics 1

##### SEMESTER TWO

BLDG 1003	Statics
BLDG 1004	Heavy Construction, Methods and Materials
CADD 1005	CAD 2
COMP 1003	Computer Applications 1
MATH 1007	Mathematics 2
SURV 1001	Geomatics 2

#### SECOND YEAR

##### SEMESTER THREE

BLDG 2004	Structural Drafting
BLDG 2005	Strength of Materials 1
BLDG 2006	Highway Technology 1
BLDG 2007	Water Supply and Sewage Disposal
BLDG 2008	Material Testing 1
SURV 2000	Construction Surveying

##### SEMESTER FOUR

BLDG 2009	Soil Mechanics
BLDG 2010	Strength of Materials 2
BLDG 2011	Structures
BLDG 2012	Highway Technology 2
BLDG 2013	Contracts, Specifications and Estimating
BLDG 2014	Materials Testing 2

#### THIRD YEAR

##### SEMESTER FIVE

BLDG 2017	Introduction to GIS/GPS
BLDG 3003	Theory of Structures
BLDG 3004	Steel Design 1
BLDG 3005	Foundations
BLDG 3006	Construction Supervision 1
MATH 2003	Calculus

##### SEMESTER SIX

BLDG 2016	Reinforced Concrete Design
BLDG 3007	Steel Design 2
BLDG 3008	Fluids and Hydraulics
BLDG 3009	Photogrammetry
BLDG 3011	Construction Supervision 2
COMM3000	Technical Report

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

**CONS**

# Construction Engineering Technician

CONTACT: Heide Ross EMAIL: hross@loyalstc.on.ca

**SEPTEMBER ENTRY****PROGRAM LENGTH**

Two-Year Ontario College Diploma

**HIGHLIGHTS**

- Supervise building construction on any scale, from a modest residential development to the tallest skyscraper, as an experienced Construction Engineering Technician.
- Get hands-on experience with the latest AutoCAD software used in the industry today.
- Put your skills to work one day a week with a semester-long, on-the-job placement.
- A diploma from Loyalist satisfies all of the academic requirements for professional certification through OACETT.
- Entrepreneurial training expands your opportunities for self-employment.

**CAREER OPPORTUNITIES**

Commercial and industrial construction provides many opportunities for supervisors and managers working locally and globally. Construction Engineering Technicians are employed as site inspectors, testing personnel, project managers, project coordinators, site supervisors, estimators, trainers, building materials salespeople, and construction schedulers. Some experienced builders use the skills gained in this program to expand into small business and be their own boss.

To be certified in Ontario, graduates must apply to the Ontario Association of Certified Engineering Technicians and Technologists (OACETT). Loyalist graduates meet all of the academic requirements for professional certification. Additional requirements include work experience, peer references, and OACETT's Professional Practice Examination.

**PROGRAM DESCRIPTION**

Loyalist students enjoy a lot of personal attention from faculty during classroom instruction, hands-on learning in the field, and lab work in our state-of-the-art building sciences lab. The first year provides a strong foundation in surveying and drafting principles and computer applications including AutoCAD.

A common curriculum allows easy transfer to the second year of the Civil Engineering Technician/Technology program. With the completion of additional courses, students can also transfer to the Survey Engineering Technician program.

In their third semester, students gain specialized knowledge of structural drafting, soils and materials testing, estimating, cost control, construction management and supervision. Graduates are prepared to assume responsibility for their work, with a sound understanding of applicable laws, due diligence practices, labour-management principles, and health and safety practices.

**APPROXIMATE COSTS (2011-2012)**

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,200

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

**ADMISSION REQUIREMENTS****Required academic preparation –**

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

**Recommended academic preparation –**

- Math MCT 4C
- MCF 3M

**LOYALIST/UNIVERSITY TRANSFER**

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# CONSTRUCTION ENGINEERING TECHNICIAN CURRICULUM

## FIRST YEAR

### SEMESTER ONE

BLDG 1005 Building Methods and Materials  
CADD 1004 CAD 1  
COMM1002 Technical Communications 1  
MATH 1012 Mathematics 1  
SURV 1000 Geomatics 1

### SEMESTER TWO

BLDG 1003 Statics  
BLDG 1004 Heavy Construction, Methods and Materials  
BLDG 1006 Building and the Environment  
CADD 1005 CAD 2  
COMP 1003 Computer Applications 1  
MATH 1007 Mathematics 2  
SURV 1001 Geomatics 2

## SECOND YEAR

### SEMESTER THREE

BLDG 2004 Structural Drafting  
BLDG 2005 Strength of Materials 1  
BLDG 2008 Material Testing 1  
BLDG 2015 Mechanical and Electrical Systems  
BLDG 3006 Construction Supervision 1  
SURV 2000 Construction Surveying  
PLAC 2007 Placement

### SEMESTER FOUR

BLDG 2009 Soil Mechanics  
BLDG 2011 Structures  
BLDG 2013 Contracts, Specifications and Estimating  
BLDG 2014 Material Testing 2  
BLDG 3011 Construction Supervision 2  
BUSI 3000 Entrepreneurship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



**CNTP**

# Construction Renovation Techniques

CONTACT: Tom Falcao EMAIL: tfalcao@loyalistc.on.ca

**SEPTEMBER ENTRY****PROGRAM LENGTH**

One-Year Ontario College Certificate

**HIGHLIGHTS**

- Skilled workers in construction and renovation are in high demand.
- Take pride in your work as you learn in a hands-on environment, building or renovating a residential scale project.
- Graduates may be awarded advanced standing toward the in-school component of a construction craft worker apprenticeship.
- Develop valuable contacts with local employers through the program.
- Training in entrepreneurship and estimating will help you work towards becoming your own boss.

**CAREER OPPORTUNITIES**

This training will prepare graduates for a variety of opportunities working in residential or commercial construction and renovation. They may go on to specialize as a renovation carpenter, fine finish carpenter, drywall, insulation installer, exterior siding installer, roofer, project coordinator or estimator. Graduates may find employment with general contractors, subcontractors, new home builders, woodworking shops, restoration contractors, or as independent contractors running their own business. They will also find opportunities in retail, selling building materials in hardware stores, lumberyards and building centres.

**PROGRAM DESCRIPTION**

Through hands-on construction activities and projects, students will develop many of the skills to build a new home or renovate an old one. Students will learn to work from blueprints, produce basic sketches, and create computer-assisted drawings using AutoCAD. Numerous aspects of carpentry will be taught, from base footings to framing, interior and exterior finishing, and fine finishing techniques. Students will hone their techniques on a major home construction or renovation project.

On-site learning is supported by classroom instruction in construction principles, regulations and by-laws, contract documents, and tenders. Students will learn to interpret the Ontario Building Code as it relates to renovations and new construction, and the process for applying for the necessary permits. They will develop the knowledge and confidence to estimate time and materials, and select appropriate construction materials for each job. They will also learn to identify hazardous practices and appropriate strategies on the job site, emphasizing personal safety and safe environmental practices at all times.

This program has been developed in consultation with local businesses, through the Quinte Homebuilders Association. Students have the opportunity to develop useful contacts with employers in the community, with the potential for self-employment in construction and renovation. Students will learn how to communicate effectively with vendors, customers, and financial institutions.

**APPROXIMATE COSTS (2011-2012)**

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$240

Books: \$500

Additional Supplies: \$500

Travel and Supplies: Students must purchase their own tools. Any travel expenses associated with on-site renovation projects are the student's responsibility.

**ADMISSION REQUIREMENTS**

Required academic preparation –

- OSSD/OSSGD or equivalent with the majority of courses at the (C), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

**CONSTRUCTION RENOVATION TECHNIQUES CURRICULUM****SEMESTER ONE**

BLDG 1000	Building Methods and Materials
BLDG 1001	Building Construction, Codes and Standards 1
CADD 1010	CAD 1 for CNTP
CNTP 1000	Building Construction Techniques 1
CNTP 1005	Drafting Studio for CNTP
COMM1002	Technical Communications
MATH 1026	Computations for CNTP

**SEMESTER TWO**

BLDG 1007	Building Construction, Codes and Standards 2
BUSI 3000	Entrepreneurship
CADD 1011	CAD 2 for CNTP
CNTP 1001	Residential Estimating
CNTP 1002	Basic Finishing Techniques
CNTP 1003	Building Construction Techniques 2
CNTP 1004	Health and Safety - Placement Preparation

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Survey Technician

CONTACT: Heide Ross EMAIL: hross@loyalistic.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Get the skills to open a world of opportunities – for someone who likes the outdoors and/or working with the latest in technology.
- Gain hands-on field experience operating Total Stations, data-collectors, AutoCAD software and G.P.S. equipment.
- During the first semester investigate the civil and construction fields – and explore the opportunity of transferring to another specialization.
- Put your skills to work one day a week with a semester long, on the job placement component.
- Your diploma satisfies all of the academic requirements for professional certification through OACETT.

### CAREER OPPORTUNITIES

Cadastral, or legal, surveying enables the land surveyor to offer an opinion on the location of property boundaries – the survey technician acts as his eyes and ears on the ground. Surveying is also the foundation of a wide variety of engineering projects – from pre-engineering surveys to assist in the design of roads and buildings, to the layout used to control the construction of bridges, sewers and roads, to the as-built surveys that document the location of the final structures and the quantity of material used. Geographic Information Systems provide the framework for the development, implementation, and operation of a variety of data management and graphic technologies. Whether you prefer to work outdoors or in an office setting, you will find many diverse opportunities in the surveying field.

To be certified in Ontario, college graduates must apply to the Ontario Association of Certified Engineering Technicians and Technologists (OACETT). Loyalist graduates may be asked to complete additional work experience, provide peer references and undertake a Professional Practice Examination conducted by OACETT.

### PROGRAM DESCRIPTION

At Loyalist, students get a well-rounded education that combines classroom instruction, practical field exercises in small groups, and the opportunity to process data using the latest computer software including MicroSurvey CAD.

First-year courses provide a strong foundation in basic surveying methods, computer applications and drafting using AutoCAD. Survey students can transfer into the second year of the Civil Technician or Technologist program or the Construction Technician program by completing one additional course.

During their second year, students will be given the opportunity to develop specialized field and office skills used in the construction process as well as cadastral surveying. Not only will you create plans for new communities but you will also develop plans of subdivision, plans of survey, and topographic plans using Global Positioning and astronomic techniques.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,200

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

Recommended academic preparation –

- Math MCT 4C
- MCF 3M

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institution as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



# SURVEY TECHNICIAN CURRICULUM

## FIRST YEAR

### SEMESTER ONE

BLDG 1005 Building Methods and Materials  
 CADD 1004 CAD 1  
 COMM1002 Technical Communications 1  
 MATH 1012 Mathematics 1  
 SURV 1000 Geomatics 1  
 SURV 1002 Field Work 1

### SEMESTER TWO

BLDG 1004 Heavy Construction, Methods and Materials  
 CADD 1005 CAD 2  
 COMP 1003 Computer Applications 1  
 MATH 1007 Mathematics 2  
 SURV 1001 Geomatics 2  
 SURV 1004 Community Planning  
 SURV 2002 Real Property Law

## SECOND YEAR

### SEMESTER THREE

BLDG 2006 Highway Technology 1  
 BLDG 2017 Introduction to GIS and GPS  
 BLDG 3006 Construction Supervision 1  
 SURV 2000 Construction Surveying  
 SURV 2001 Field Work 2  
 PLAC 2004 Placement

### SEMESTER FOUR

BLDG 2012 Highway Technology 2  
 BLDG 3009 Photogrammetry  
 SURV 1004 Community Planning  
 SURV 2002 Real Property Law  
 SURV 2003 Plane Surveying 3

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)





# School of Biosciences



**Britney John**  
ENVIRONMENTAL TECHNICIAN 2011

Biotechnology Technician/Technologist  
Chemical Engineering Technician/Technologist  
Chemical Laboratory Assistant  
Environmental Technician/Technologist  
Food Science and Technology **NEW**

*Britney John completed her Environmental studies by choosing a work placement at the Toronto Zoo in the endocrinology and gamete biology labs.*

"I grew up in Toronto and as a child I often visited the zoo – never dreaming that one day I would be behind the scenes rather than a visiting tourist. During my placement I had the opportunity to observe non-invasive reproductive monitoring in order to determine the biology and stress physiology of an animal. I learned to obtain data through sampling and witnessed dissections. The individuals I worked with were exceptional role models. They were caring, personable, precise and analytical. Their dedication and positive attitude inspired me to work extra hard each day. My Loyalist courses in instrumentation, microbiology, general chemistry and analytical chemistry definitely helped me understand the procedures at the zoo and gave me confidence in that environment."

## Explore Loyalist College Biosciences

*The world hides it. We uncover it.*

Nature contains the secret; science holds the solution. The key to some of the world's greatest challenges – hunger, disease, pollution – may soon be within our grasp. Join our Biosciences programs and rise to the challenge. Our students are inquisitive, analytical, and share a desire to make a difference.

Through our laboratory facilities, Loyalist students have access to state-of-the-art technology, which at many institutions is available only to graduate-level researchers, if it's available at all. **Our facilities include:**

- Chemical Instrumentation Lab – fully equipped with cutting-edge technology
- Automated Genetic Analyzer/DNA Sequencer
- Thermocyclers – using PCR to copy DNA
- Tissue Culture Lab
- High Pressure Liquid Chromatographs
- Gas Chromatographs and Mass Spectrometer
- Fourier Transfer Infrared Spectrometer

- Nuclear Magnetic Resonance Spectrometer
- Atomic Absorption Flame and Furnace Spectrometers
- Nuclear Magnetic Resonance Spectrometers
- Supercritical CO<sub>2</sub> Extraction Lab – the first of its kind in Ontario features both a bench top and a pilot scale extractor, using green technology to extract useful compounds without petrochemical-based solvents.

A common first-year curriculum permits students to explore their interests and aptitudes, leading to program specialization in:

- Biotechnology
- Chemical Engineering
- Environmental Technician

### Double Diploma Option

Overlapping areas of study mean you can fast-track your way to a second diploma. Expand your opportunities with any combination of bioscience specialties to meet your career interests.

# Biotechnology Technician/Technologist

CONTACT: Karen Holder EMAIL: kholder@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Technician: Two-year Ontario College Diploma

Technologist: Three-year Ontario College Advanced Diploma

Option: One-Year Ontario College Certificate – Chemical Laboratory Assistant (see page 46)

### HIGHLIGHTS

- If you like CSI: Crime Scene Investigation, you'll love studying in Loyalist's state-of-the-art Instrumentation Lab, equipped with PCR and DNA sequencing technology.
- Biotechnology plays a critical role in the battles against hunger, disease and pollution.
- Choose a career where you can make a difference.

### CAREER OPPORTUNITIES

A career in biotechnology holds many opportunities to make an impact in government, industry, education and medical facilities. There is a growing demand for skilled technicians, lab technologists and research assistants to work in lifesciences, agriculture, food production, pharmaceuticals, sanitation, and health research. Graduates also find opportunities in regulation and enforcement, quality control, and sales.

### PROGRAM DESCRIPTION

Biotechnology uses the products and processes of living organisms to improve quality of life. It has many different applications: gene therapies to treat genetic disorders; more effective medicines tailored to individuals; vaccines to prevent disease; environmental decontamination to restore polluted spaces; genetic engineering of crops and livestock to improve their yield and nutrition... even making cheese and beer.

Hands-on learning combines classroom theory and practical, lab-based instruction. First-year students master the fundamental techniques of chemistry, biology, math and computer applications. Second-year students gain hands-on experience with a wide variety of instrumentation. Different aspects of biotechnology are introduced: genetics, microbiology, fermentation and forensics. The fundamentals of genetic analyses and genetic engineering will allow students to apply the same techniques used to engineer GMOs, solve crimes and determine paternity, including PCR and DNA profiling.

The third year focuses on intensive, laboratory-based instruction and project-based learning in molecular biology, microbiology, analytical instrumentation, tissue culture and cutting-edge extraction technologies. Placements in the second and third years allow students to put their training into practice in an employment setting.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,040

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

Recommended academic preparation –

- Grade 12 mathematics, chemistry, and physics at the (C), (U) or general level.

### DOUBLE DIPLOMA OPTION

Overlapping areas of study make it possible to fast-track your way to a second diploma. Expand your opportunities with expertise in:

- Chemical Engineering
- Environmental Technology

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Cape Breton University

Davenport University

Griffith University

Laurentian University

Royal Roads University

Trent University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# BIOTECHNOLOGY TECHNICIAN/TECHNOLOGIST CURRICULUM

## FIRST YEAR

### SEMESTER ONE

BIOS 1000 Biology 1  
BIOS 1007 Foundation Skills in Sciences  
CHEM 1000 General Chemistry 1  
CHEM 1001 Organic Chemistry 1  
COMM1035 Communications  
MATH 1003 Mathematics 1

### SEMESTER TWO

BIOS 1001 Introduction to Microbiology  
BIOS 1002 Biology 2  
CHEM 1002 Organic Chemistry 2  
CHEM 1003 General Chemistry 2  
MATH 1004 Mathematics 2/Computer Applications

## SECOND YEAR

### SEMESTER THREE

BIOS 2000 Microbiology  
BIOS 2003 Genetics  
BIOS 2009 Forensics  
CHEM 2000 Analytical Chemistry 1  
CHEM 2001 Instrumentation 1 Theory  
CHEM 2006 Instrumentation 1 Laboratory  
MATH 2002 Data Analysis 1

### SEMESTER FOUR

BIOS 2001 Fermentation  
BIOS 2004 Pharmacology  
BIOS 2005 Introduction to Nutrition  
BIOS 2007 Biotechnology  
BIOS 3002 Nutraceuticals  
CHEM 2002 Instrumentation 2  
PLAC 2010 Placement



## THIRD YEAR

### SEMESTER FIVE

BIOS 3000 Biochemistry  
BIOS 3008 Advanced Microbial Techniques  
CHEM 3003 Analytical Instrumentation  
MATH 3000 Data Analysis 2

### SEMESTER SIX

BIOS 3001 Extraction Technology  
BIOS 3004 Good Manufacturing Practices  
BIOS 3005 Tissue Culture  
BIOS 3009 Applications in Molecular Biology  
BIOS 3010 Laboratory Methods in Molecular Biology  
ENVR 3000 Toxicology  
PLAC 3012 Placement

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



# Chemical Engineering Technician/Technologist

CONTACT: Karen Holder EMAIL: kholder@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Technician: Two-year Ontario College Diploma

Technologist: Three-year Ontario College Advanced Diploma

Option: One-Year Ontario College Certificate – Chemical Laboratory Assistant (see page 46)

### HIGHLIGHTS

- Loyalist's state-of-the-art Chemical Instrumentation Lab prepares graduates to enter the workforce with the experience and confidence to use any instrument in the industry.
- Placements give you practical employment experience even before graduation.
- Expand your opportunities with the option to complete a double diploma.

### CAREER OPPORTUNITIES

Chemical engineering technicians and technologists work in government agencies, educational institutions, and a range of industries including: food production, pharmaceuticals, petroleum, plastics, pulp and paper, mining, metallurgy and nuclear energy. Graduates may work in the lab (production; quality assurance; qualitative and quantitative analysis; research and development) or in the field (process control; technical sales and service), with potential to advance into supervisory or management positions.

### PROGRAM DESCRIPTION

Chemical engineering requires an inquisitive mind and meticulous attention to detail. The program emphasizes hands-on learning in our state-of-the-art Chemical Instrumentation Lab, with opportunities for both teamwork and independent research. Graduates are prepared to carry out experiments, analyze and interpret data, assess analytical methods and develop new techniques, and supervise or manage lab operations.

In the first two years, students learn the basic principles and techniques of organic and analytical chemistry, chemical engineering and industrial processes. Hands-on skills with chemical instrumentation, computer applications, health and safety, and microbiology techniques provide a range of practical job skills. Students are introduced to employment opportunities through a placement.

The third year offers a more specialized curriculum including chromatography, spectroscopy, extraction technology, radio-chemistry, food chemistry and Good Manufacturing Practices. Problem-based assignments take students from theory to

practice, applying what they have learned. A one-week placement provides practical, real-world experience. Graduates are prepared for a smooth transition to the workforce with a wide range of skills.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,040

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR

- mature applicant – see page 152

Recommended academic preparation –

- Grade 12 mathematics, chemistry, and physics at the (C), (U) or general level.

### DOUBLE DIPLOMA OPTION

Overlapping areas of study make it possible to fast-track your way to a second diploma. Expand your opportunities with expertise in:

- Biotechnology
- Environmental Technology

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Cape Breton University

Davenport University

Griffith University

Lakehead University

Laurentian University

Royal Roads University

Trent University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# CHEMICAL ENGINEERING TECHNICIAN/TECHNOLOGIST

## CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

BIOS 1000 Biology 1  
BIOS 1007 Foundation Skills for Sciences  
CHEM 1000 General Chemistry 1  
CHEM 1001 Organic Chemistry 1  
MATH 1003 Mathematics 1  
COMM1035 Communications

#### SEMESTER TWO

BIOS 1001 Introduction to Microbiology  
BIOS 1004 Industrial Processes  
CHEM 1002 Organic Chemistry 2  
CHEM 1003 General Chemistry 2  
MATH 1004 Mathematics 2/Computer Applications

### SECOND YEAR

#### SEMESTER THREE

BIOS 2000 Microbiology  
CHEM 2000 Analytical Chemistry 1  
CHEM 2001 Instrumentation 1 Theory  
CHEM 2006 Instrumentation 1 Laboratory  
MATH 2002 Data Analysis 1

#### SEMESTER FOUR

CHEM 2002 Instrumentation 2  
CHEM 2003 Chemical Engineering  
CHEM 2004 Polymer Chemistry  
CHEM 2005 Analytical Chemistry 2  
PLAC 2021 Placement

### THIRD YEAR

#### SEMESTER FIVE

BIOS 3000 Biochemistry  
CHEM 3001 Inorganic Chemistry  
CHEM 3002 Organic Chemistry-Chromatography  
CHEM 3003 Analytical Instrumentation  
MATH 3000 Data Analysis 2

#### SEMESTER SIX

BIOS 3001 Extraction Technology  
BIOS 3004 Good Manufacturing Practices (Web CT)  
CHEM 3000 Food Chemistry  
CHEM 3004 Physical Chemistry  
CHEM 3006 Organic Chemistry-Spectroscopy  
CHEM 3007 Radiochemistry  
PLAC 3005 Placement



### Kelly Sedore

CHEMICAL ENGINEERING TECHNOLOGY 2007,  
CHEMICAL TECHNOLOGIST, QUEEN'S UNIVERSITY, DEPARTMENT OF CHEMICAL ENGINEERING

"After finishing the two-year Chemical Engineering Technician program I decided to return for the third year because of the more specialized curriculum and the potential for increased job opportunities – I am glad I did. The class sizes were small and provided lots of one-on-one instruction with the professors. The skills I developed in my third-year helped me succeed in being hired as a Chemical Technologist at Queen's University. My laboratory skills are vital to my job since I'm involved with running the labs for the undergraduates in the Chemical Engineering Department and help graduate students with any questions they have regarding chemicals, equipment and other lab topics. Loyalist was a great place to get my education."

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Chemical Laboratory Assistant

CONTACT: Karen Holder EMAIL: [kholder@loyalistc.on.ca](mailto:kholder@loyalistc.on.ca)

## SEPTEMBER ENTRY

### PROGRAM LENGTH

One-year Ontario College Certificate

### HIGHLIGHTS

- Upon successful completion of the first year of any Biosciences program, students may complete a placement to graduate with an Ontario College Certificate.
- Instruction combines classroom theory and practical lab experience.
- Opportunity for direct entry into a second-year Biosciences diploma program.

### CAREERS

Graduates may work as laboratory assistants, producing materials for a range of industries including chemical, cosmetics and food production. The program prepares students for diploma studies specializing in one or more of the Biosciences.

### PROGRAM DESCRIPTION

Learners are introduced to the basic principles and applied techniques of general and organic chemistry, biology and microbiology. Students acquire hands-on skills with chemical analyses, safe lab practices and relevant computer applications. Graduates will possess the ability to apply fundamental lab techniques in the preparation of samples for analysis, carry out experiments and maintain lab documentation, and assist in general lab maintenance. Additional experience is gained during a one-week placement.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,040

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR

- mature applicant – see page 152

Recommended academic preparation –

- Grade 12 mathematics, chemistry, and physics at the (C), (U) or general level.

## CHEMICAL LABORATORY ASSISTANT CURRICULUM

### SEMESTER ONE

BIOS 1000	Biology 1
BIOS 1007	Foundation Skills for Sciences
CHEM 1000	General Chemistry 1
CHEM 1001	Organic Chemistry 1
COMM1035	Communications
MATH 1003	Mathematics 1

### SEMESTER TWO

BIOS 1001	Introduction to Microbiology
BIOS 1004	Industrial Processes
CHEM 1002	Organic Chemistry 2
CHEM 1003	General Chemistry 2
MATH 1004	Mathematics 2/Computer Applications
PLAC 1008	Placement

To obtain the Chemical Laboratory Assistant Certificate, students must successfully complete all courses with a minimum 60% average.

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)





# Environmental Technician/Technologist

CONTACT: Karen Holder EMAIL: kholder@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Technician: Two-year Ontario College Diploma

Technologist: Three-year Ontario College Advanced Diploma

Option: One-Year Ontario College Certificate – Chemical Laboratory Assistant (see page 46)

### HIGHLIGHTS

- Choose a career where you can make an impact.
- Bioremediation techniques can reclaim once-contaminated environments for wildlife habitats, farming and the world's increasing population.
- Leading-edge environmental laboratory facilities at Loyalist include well-equipped field biology lab and instrumentation lab.
- Work placements provide on-the-job experience.

### CAREER OPPORTUNITIES

The momentum of “green” issues in mainstream politics has opened up many opportunities to combat environmental contamination through prevention, pollution abatement (cleanup), waste reduction and public education. Graduates work within industries to reduce and clean up waste; conduct environmental investigations, and enforcement for government agencies; monitor water and wastewater treatment, and safe drinking water for municipalities; and provide technical support to consulting engineers, urban and rural planners, and environmental consultants.

### PROGRAM DESCRIPTION

Prepare to get your hands dirty. Loyalist offers real-world learning for real-world problems, with extensive field work and hands-on instruction with the technologies of the future. Students learn to sample natural environments, analyze environmental contaminants, and also gain an understanding of the underlying social systems that contribute to pollutants in water, soil and air.

A common first-year curriculum introduces basic principles and techniques of biology and organic chemistry, along with related computer and communication skills. After one year, students have the option to transfer into another Biosciences program, or complete a placement to graduate with an Ontario College Certificate as a Chemical Laboratory Assistant.

The second year progresses to hands-on experience with hydrology, field biology and environmental instrumentation. Studies are more specialized, emphasizing current legislation under the Environmental Protection Act. Successful graduates are eligible for a technician diploma.

Third-year students participate in team-building activities focusing on major environmental projects. Topics are determined by students' individual interests. Technology graduates are equipped for the workplace with applied skills in surveying, data analysis, CAD and GIS. Placements in the second and third years allow students to put their training into practice in an employment setting.

Some second and third-year field courses prepare students for certification in skills concerning assessment of fresh water bodies. These certification courses are currently conducted by external provincial agencies. In addition, some second and third-year courses enable students to work directly with local industry on concurrent self-monitoring required by provincial regulation.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$80

Books and Supplies: \$1,040

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see 152

Recommended academic preparation –

- Grade 12 mathematics, chemistry, and physics at the (C), (U) or general level.

### DOUBLE DIPLOMA OPTION

Overlapping areas of study make it possible to fast-track your way to a second diploma. Expand your opportunities with expertise in:

- biotechnology
- chemical engineering

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
Athabasca University  
Cape Breton University  
Davenport University  
Griffith University  
Laurentian University  
Royal Roads University  
Trent University  
University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**Michael Lloyd**  
ENVIRONMENTAL TECHNOLOGIST 2010

"I looked into several environmental programs at various colleges before deciding on Loyalist. I think the greatest strength of the program is the broad base of courses that are covered throughout the three years – from data analysis to microbiology, field biology and chemistry. As we moved through the courses we learned how the different subjects are inter-related. I learned many things about our natural environment, and different methods of maintaining a balance with nature as a livestock farmer."

## ENVIRONMENTAL TECHNICIAN/TECHNOLOGY CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

BIOS 1000 Biology 1  
BIOS 1007 Foundation Skills in Science  
CHEM 1000 General Chemistry 1  
CHEM 1001 Organic Chemistry 1  
COMM1035 Communications 1  
MATH 1003 Mathematics 1

#### SEMESTER TWO

BIOS 1001 Introduction to Microbiology  
BIOS 1002 Biology 2  
CHEM 1002 Organic Chemistry 2  
CHEM 1003 General Chemistry 2  
MATH 1004 Mathematics 2/Computer Applications

### SECOND YEAR

#### SEMESTER THREE

BIOS 2000 Microbiology  
BIOS 2008 Field Biology  
CHEM 2000 Analytical Chemistry 1  
CHEM 2001 Instrumentation 1 Theory  
ENVR 2000 Hydrology and Climatology 1  
MATH 2002 Data Analysis 1

#### SEMESTER FOUR

BIOS 1005 Ecology  
BLDG 3008 Fluids and Hydraulics  
ENVR 2003 Environmental Protection Legislation  
ENVR 2004 Hydrogeology and Soils 1  
ENVR 2005 Waste Management  
ENVR 2006 Water/Wastewater  
ENVR 2007 Environmental Instrumentation Lab  
PLAC 2019 Placement

### THIRD YEAR

#### SEMESTER FIVE

ENVR 3001 Resource Management  
ENVR 3002 Air Sampling and Monitoring Techniques  
ENVR 3004 Introduction to Geomatics  
ENVR 3006 Hydrogeology and Soils 2  
ENVR 3007 Emerging Trends  
MATH 3000 Data Analysis 2

#### SEMESTER SIX

BIOS 3007 Limnology  
CADD 1009 GIS/GPS-Environmental  
ENVR 3000 Toxicology  
ENVR 3003 Hydrology and Climatology 2  
ENVR 3005 Environmental Assessment and Planning  
PLAC 3008 Placement

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Food Science and Technology

CONTACT: Karen Holder EMAIL: [kholder@loyalistc.on.ca](mailto:kholder@loyalistc.on.ca)



## SEPTEMBER ENTRY

## PROGRAM LENGTH

Three-year Ontario College Advanced Diploma  
Option: One-Year Ontario College Certificate – Chemical Laboratory Assistant (see page 46)

## HIGHLIGHTS

- There are many potential threats to the food supply: food-borne illness from pathogens; diseases such as BSE (“mad cow”) and *E.coli* 0157:H7; bio-terrorism; and hazards not yet identified.
- Food safety is critical to maintaining public health and confidence in the food supply.
- Compliance with internationally-recognized food safety standards, such as Hazard Analysis and Critical Control Points (HACCP), is essential to remaining competitive in global markets.
- This new program was designed in response to employers’ identified needs for expertise in science, food safety and environmental management.

## CAREER OPPORTUNITIES

The demand for food safety professionals is perpetual and increasing. Expertise is needed at all stages of production, from farm to fork. Graduates may work in agricultural production (supervising pre-processing storage and transport, water management); food processing (testing and analysis, quality control, plant sanitation, waste management, auditing and inspection); transportation (developing and overseeing protocols for safe distribution); manufacturing food safety equipment; government agencies (auditing, inspection, education and training); and consulting.

## PROGRAM DESCRIPTION

The program delivers an integrated curriculum of science, safety and environmental management. Graduates will gain expertise in planning, implementing and verifying food safety enhancement programs, including Hazard Analysis and Critical Control Points (HACCP) and Good Manufacturing Practices.

A common first year allows students to transfer to another Bioscience program, or complete a placement to graduate with an Ontario College Certificate as a Chemical Laboratory Assistant. Continuing students progress to a specialized curriculum in the food sciences (microbiology and toxicology, food processing, food chemistry, data management and analysis). An integrated program of food safety principles and practices, research skills, risk assessment, environmental management, and business practices will prepare graduates with practical employment skills.

To prepare graduates for unpredictable and varying threats to food safety, learning will involve thinking creatively, framing questions, generating solutions and making decisions within new and unpredictable contexts. In their final year project, students will apply the breadth of their knowledge and expertise to the development of an industry-specific HACCP plan and master HACCP document, as part of a “HACCP team.”

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)  
Consumables Fee: \$110  
Books and Supplies: \$1,040  
Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

### Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

### Recommended academic preparation –

- Grade 12 mathematics, chemistry, and physics at the (C), (U) or general level.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
Athabasca University  
Davenport University  
Griffith University  
Laurentian University  
University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# FOOD SCIENCE AND TECHNOLOGY

## CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

BIOS 1000 Biology 1  
BIOS 1007 Foundation Skills for Sciences  
CHEM 1000 General Chemistry 1  
CHEM 1001 Organic Chemistry 1  
COMM1035 Communications  
MATH 1003 Mathematics 1

#### SEMESTER TWO

BISO 1001 Introduction to Microbiology  
BIOS 1002 Biology 2  
CHEM 1002 Organic Chemistry 2  
CHEM 1003 General Chemistry 2  
FOOD 1004 Issues and Trends in Food Safety  
MATH 1004 Mathematics 2/ Computer Applications

### SECOND YEAR

#### SEMESTER THREE

BIOS 2000 Microbiology  
CHEM 2000 Analytical Chemistry 1  
CHEM 2001 Instrumentation 1 Theory  
CHEM 2006 Instrumentation 1 Laboratory  
FOOD 2005 Intro to HACCP  
MATH 2002 Data Analysis 1  
PLAC 1000 Placement

#### SEMESTER FOUR

BIOS 2001 Fermentation  
BIOS 2005 Introduction to Nutrition  
BIOS 3004 Good Manufacturing Practices  
CHEM 2002 Instrumentation 2  
ENVR 2006 Water/Wastewater Treatment  
FOOD 2006 Plant Sanitation

### THIRD YEAR

#### SEMESTER FIVE

BIOS 3000 Biochemistry  
BIOS 3008 Advanced Microbial Techniques  
FOOD 3000 On-Farm food Safety  
FOOD 3001 HACCP Validation, Verification, and Auditing  
MATH 3000 Data Analysis 2  
PLAC 2000 Placement (One week)

#### SEMESTER SIX

FOOD 3002 Current Issues in Food Safety  
FOOD 3003 Food Processing  
FOOD 3004 Development of HACCP Plan  
CHEM 3000 Food Chemistry  
ENVR 3000 Toxicology  
PLAC 2000 Placement (One week)



# School of Business and Management Studies

Accounting

Business

Business Administration

Business Sales and Marketing

Culinary Skills – Chef Training

Culinary Management

Esthetics and Spa Management

## POST-GRADUATE BUSINESS

Sports and Entertainment Sales  
and Marketing **NEW**

In just two short years, the **Students in Free Enterprise (SIFE)** initiative at Loyalist has gone from a start-up group to earning a place as one of the top five at the national competition in May 2011– when the five-member presentation team, representing the 33 Loyalist SIFE contributors, demonstrated their passion for the community projects they developed and implemented.

SIFE is an international organization which encourages students at post-secondary institutions to contribute to the prosperity and wellbeing of their communities. SIFE Loyalist's work through the 2010/2011 academic year included working with aboriginal youth in their school, branding awareness and community enhancement for the Town of Greater Napanee, entrepreneurship training designed for military families, and an anti-hunger program.

In addition to being a finalist on the high-level business-oriented platform, SIFE Loyalist brought home the Campbell's Can Hunger award.

"The support and encouragement from our College truly touched the entire team," said Danielle McIsaac, a Business Administration – Human Resources Management student and President of SIFE Loyalist. "In just our second year of operation we are one of the top five teams in the entire country. We are making an amazing impact in our community and we are being recognized for it. Just imagine what we will do in another year!"



LOYALIST STUDENTS IN FREE ENTERPRISE (SIFE)

# School of Business and Management Studies

Business Sales and Marketing	Business Administration	Business Accounting
Two-Year Ontario College Diploma	Two-Year Ontario College Diploma Three-Year Ontario College Advanced Diploma  OPTIONS: Human Resources Management Materials Management General Business Administration	Two-Year Ontario College Diploma Three-Year Ontario College Advanced Diploma
<b>All three programs share a common first-year core curriculum plus program specific focus courses.</b>		
<p><b>Transferability</b></p> <p>If a student wishes to transfer from the first year of their program into the second year of either of the other two programs they must successfully complete all first-year courses including the following program specific focus courses — which may be offered as bridging courses in the spring semester (May-July). Equivalent courses may be available online.</p> <p>Please check with the program coordinators to ensure all requirements are met.</p>		
Business Sales and Marketing	Business Administration	Business Accounting
SOMS 1019 or SOMS 1025 SOMS 1030	SOMS 1033 SOMS 1016	ACCT 1000 ACCT 1002 MATH 1001

**The School of Business and Management Studies** is built on four decades of success – success that prepares you for a wide range of exciting and challenging opportunities. Together with our industry partners we offer you an innovative, leading-edge learning experience using a team-based, interactive approach.

**Loyalist prepares you for the business world by focusing on:**

- Ethics and Integrity
- Critical Thinking Skills
- Self-Direction
- Interpersonal and Communication Skills
- Leadership
- Professional Competencies

Check out our transfer agreement with Davenport University at [davenport.edu/loyalist](http://davenport.edu/loyalist)

# Accounting

CONTACT: Karen Baker EMAIL: kbaker@loyalistc.on.ca

## SEPTEMBER AND JANUARY ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

Three-Year Ontario College Advanced Diploma

### HIGHLIGHTS

- Put your career on-track to become a Certified General Accountant (CGA), Chartered Accountant (CA) or Certified Management Accountant (CMA) with advanced standing toward a university degree.
- Get equivalent credit toward the Ontario CGA program with your three-year diploma.
- Gain valuable skills that will help you throughout your life and career.
- Explore your alternatives during a common first year, with the option to transfer to another program in the School of Business and Management Studies or to earn a double diploma in as little as one more school year.
- A four-week full-time placement at the end of your third year provides industry experience and the opportunity to graduate into a job.
- Students have the potential to work on community-based accounting projects in their final semester.

### CAREER OPPORTUNITIES

Accountants are the watchdogs of corporate accountability, working within organizations, or in independent accounting firms on behalf of their clients. In the global economy, there are dynamic opportunities at all levels of industry; in government and public institutions (including hospitals and Boards of Education); in large and small enterprises; and in the not-for-profit sector. Accountants enjoy access to senior executives, and are uniquely positioned to understand their business from the ground up. They may recommend measures to do business more efficiently, or internal controls to detect and prevent fraud. Others work in personal finance, helping individuals realize their financial and retirement goals. Graduates may find employment as accountants, financial analysts, budget officers, account managers, financial planners, payroll officers, or internal auditors. As the Boomer generation continues to enter retirement there are tremendous opportunities to work in the world of accounting – whether it be in public accounting, taxation, finance or elsewhere. The business world does not function without the accountant and earning an accounting diploma allows you to pursue a career in a field that interests you such as sports, health and education. Those with an entrepreneurial spirit will gain the knowledge and confidence to start their own business.

To become a Certified General Accountant (CGA), graduates must apply to a provincial body of the Certified General Accountants Association of Canada. Loyalist graduates who have completed the three-year advanced diploma with at least 70% in each of the required equivalency courses may be admitted directly to the fourth and final year of the CGA program. The CGA designation also requires a university degree and a practical component consisting of on-the-job learning with an approved employer. Transfer agreements with a number of universities allow Loyalist graduates to receive credit for their diploma studies, earning advanced standing toward a university degree. Those wishing to pursue the CA or CMA designations, upon completion of a university degree, can apply to a provincial body of the Chartered Accountants or Certified Management Accountants to obtain advanced entry into their programs.

### PROGRAM DESCRIPTION

The accounting profession is changing at the speed of technology. Accounting software packages, electronic tax preparation and e-filing have dramatically altered the landscape. The industry needs knowledgeable professionals who have an eye for detail, but can also see the big picture.

First-year studies provide a solid foundation in business, including communication and computer skills, personal development, teamwork and leadership, customer service, financial literacy and general business knowledge.

A dual focus in the program at Loyalist provides students with marketable skills in both financial accounting and management accounting. Students become familiar with industry software, financial statements, and setting up accounting systems. They also gain valuable exposure to the management side of business, with skills in product costing, budgeting, price setting, eliminating financial waste and finding operating efficiencies.

Students who progress to the third year gain advanced knowledge of taxation and auditing. The study of internal controls, methods to prevent fraud, and audit techniques can lay the foundation for a career in forensic accounting, with further industry experience. At the end of their studies, students participate in a four-week, full-time career placement, providing experience and the opportunity to graduate into a job. The new International Financial Reporting Standards (IFRS) are integrated throughout the program. New courses being offered in the final semester of the three-year program will allow students to work on a term-long community-based accounting project to fine tune their skill sets and to network in their chosen fields.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$25

Books and Supplies: \$1,100 – \$1,250

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), or (M) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

(b) **Transfer to another program** – A core first-year curriculum makes it easy for students to transfer to another program in the School of Business and Management Studies after one or two semesters. Students can enter the second year of a diploma in Business Administration, Business Sales and Marketing or Retail Management.

## DOUBLE DIPLOMA OPTION

Students can earn a second diploma from a different program in the School of Business and Management Studies in as little as two semesters, upon completion of either the two- or three-year Accounting diploma.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Lakehead University

Laurentian University

Royal Roads University

Trent University

University of Ontario Institute of Technology

University of Western Sydney

University of Canada West

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## ACCOUNTING

### CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

ACCT 1000	Financial Accounting 1
SOMS 1000	Step into Business
SOMS 1001	Skills for Success
SOMS 1002	Business Communications/Computer Applications 1
SOMS 1003	Financial Foundations
SOMS 1005	Professional Development 101

#### SEMESTER TWO

ACCT 1002	Financial Accounting 2
MATH 1001	Mathematics of Finance
SOMS 1010	Business Communication and Computers II
SOMS 1012	Teamwork and Leadership
SOMS 1013	Business Now
SOMS 1025	Introduction to Marketing

### SECOND YEAR

#### SEMESTER THREE

ACCT 1001	Management Accounting 1
ACCT 2000	Accounting Applications
ACCT 2001	Intermediate Accounting 1
ACCT 2003	Financial Management 1
ACCT 2010	Human Resources & Payroll Management
MATH 2009	Statistics

#### SEMESTER FOUR

ACCT 2002	Management Accounting 2
ACCT 2004	Intermediate Accounting 2
ACCT 3000	Taxation 1 Personal
ACCT 3007	Accounting Information Systems
ECON 2002	Economics
LAWS 1000	Business Law

### THIRD YEAR

#### SEMESTER FIVE

ACCT 2005	Management Accounting 3
ACCT 3002	Advanced Accounting 1
ACCT 3004	Taxation 2 Corporate
BUSI 3011	Project Management
COUN 3000	Portfolio Development

#### SEMESTER SIX

ACCT 3001	Financial Management 2
ACCT 3003	Advanced Management Accounting 2
ACCT 3011	Auditing Concepts
ACCT 3012	Professional Competencies
PLAC 3001	Placement

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



## **BUSI** Business

## **BUHR** Business Administration – Human Resource Management

## **BUMM** Business Administration – Materials Management

**COORDINATORS:** YEAR ONE: Janet Leavey **EMAIL:** jleavy@loyalistc.on.ca

YEAR TWO: Terry Hickey **EMAIL:** thickey@loyalistc.on.ca

### SEPTEMBER AND JANUARY ENTRY

#### PROGRAM LENGTH

Two-Year Ontario College Diploma in Business

Three-Year Ontario College Advanced Diploma in Business Administration

#### HIGHLIGHTS

##### Two-year program

- Explore a range of business career options during a common first year.
- Develop critical business skills to enhance your portfolio and résumé.
- Gain real-world experience completing major projects for local businesses.

##### Three-year program

- Participate in small classes working with faculty who listen and who are responsive to you.
- Gain a competitive advantage by specializing in Human Resources, Materials and Operations Management or a combination of both.
- Guided by faculty, demonstrate your business skills by completing an applied capstone project.
- Gain real-world experience by participating in a one-month internship during the final semester.

#### CAREER OPPORTUNITIES

Graduates of the **two-year program** gain skills suitable for entry level positions within business, industry, not-for profit and retail sectors.

Graduates of the **three-year program** come away with specialized skills in either human resources or materials and operations management, and qualify for advanced standing in their respective professional organizations. Additionally, students can select university completion options from a wide range of articulation agreements with our university partners. If you specialize in Materials and Operational Management you could work in purchasing, production or distribution for a large or small organization. Potential opportunities include inventory analyst, production planner, purchaser/buyer, or production supervisor.

If you are interested in the people side of business, the Human Resources option can prepare you for a career in human resource administration, training and development, staff planning, industrial relations, and job analysis and performance management. Graduates gain advanced standing for the Certified Human Resources Professional designation which is recognized across Canada.

#### PROGRAM DESCRIPTION

At Loyalist Business Administration is an interactive experience. You'll explore a broad mix of business options and then specialize in your third year in either materials and operations management or human resources.

Communication, problem-solving, critical thinking, interpersonal and organizational skills are developed in all years of the program. Through community partnerships you will apply your newly acquired skills to real-world projects. Examples include conference co-ordination, training program design, recruitment strategy development, market analysis, marketing plan creation, or conducting an operational productivity audit. These individual and team projects give you demonstrated experience, and provide you with valuable connections to potential employers.

A four-week internship helps to build a network of business contacts and can assist you in securing unlimited career opportunities.

#### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$65

Books and Supplies: \$1,040

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

#### ADMISSION REQUIREMENTS

##### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

##### (b) Transfer to another program – With the completion of bridging courses students can explore the opportunity to transfer to other business programs – Accounting, Business Sales and Marketing or Retail Management.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
Athabasca University  
Davenport University  
Griffith University  
Lakehead University  
Laurentian University  
Nipissing University  
Royal Roads University  
Trent University  
University of Ontario Institute of Technology  
University of Western Sydney  
University of Canada West

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## BUSINESS / BUSINESS ADMINISTRATION

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

SOMS 1000 Step into Business  
SOMS 1001 Skills for Success  
SOMS 1002 Business Communications/Computer Applications 1  
SOMS 1003 Financial Foundations  
SOMS 1005 Professional Development 101  
SOMS 1033 Social Media and Emerging Technologies

##### SEMESTER TWO

SOMS 1010 Business Communication and Computers II  
SOMS 1012 Teamwork and Leadership  
SOMS 1013 Business Now  
SOMS 1016 Business Challenge  
SOMS 1025 Introduction to Marketing

#### SECOND YEAR

##### SEMESTER THREE

BUSI 2000 Business Management 1  
BUSI 2001 Human Resources Management  
BUSI 2002 Operations Management  
BUSI 2009 Accounting for Decision-Making  
ECON 2002 Economics  
MRKT 2000 Marketing Strategy

##### SEMESTER FOUR

BUSI 1005 Entrepreneurship  
BUSI 2003 Business Management 2  
BUSI 2004 Basics of Supply Chain Management  
BUSI 2010 Occupational Health and Safety  
MATH 2009 Statistics  
MRKT 2002 Marketing Tactics

## THIRD YEAR OPTIONS

### HUMAN RESOURCES OPTION

#### THIRD YEAR

##### SEMESTER FIVE

BUSI 3007 Organizational Behaviour  
BUSI 3011 Project Management  
BUSI 3021 Recruitment and Selection  
BUSI 3023 Human Resources Planning  
COUN 3000 Career Preparation

##### ELECTIVES:

BUSI 3002 Master Planning  
BUSI 3004 Business Management 3  
BUSI 3024 Principles of Buying

##### SEMESTER SIX

BUSI 3009 Training and Development  
BUSI 3010 Industrial Relations  
BUSI 3022 Capstone Project  
BUSI 3026 Compensation  
PLAC 3004 Placement

##### ELECTIVES:

BUSI 3005 Logistics Management  
BUSI 3020 Strategic Planning of Resources  
BUSI 3025 International Business

### MATERIALS MANAGEMENT OPTION

#### THIRD YEAR

##### SEMESTER FIVE

BUSI 3002 Master Planning  
BUSI 3004 Business Management 3  
BUSI 3011 Project Management  
BUSI 3024 Principles of Buying  
COUN 3000 Career Preparation

##### ELECTIVES:

BUSI 3007 Organizational Behaviour  
BUSI 3021 Recruitment and Selection  
BUSI 3023 Human Resources Planning

##### SEMESTER SIX

BUSI 3005 Logistics Management  
BUSI 3020 Strategic Planning of Resources  
BUSI 3022 Capstone Project  
BUSI 3025 International Business  
PLAC 3004 Placement

##### ELECTIVES:

BUSI 3009 Training and Development  
BUSI 3010 Industrial Relations  
BUSI 3026 Compensation

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

**SALE**

# Business Sales and Marketing

COORDINATOR: Brad Baragar EMAIL: bbaragar@loyalistc.on.ca

## SEPTEMBER AND JANUARY ENTRY MAY: FAST-TRACK ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Double your career options with a combined focus on sales and marketing.
- Gain real-world experience producing client projects for community organizations.
- Explore a range of careers during a common first year, with the option to transfer to another program in the School of Business and Management Studies.
- Prepare for client situations with interactive role-playing.
- Experience time with different sales and marketing businesses through six job shadows, then prove yourself on the job during a three-week long Internship.
- Entry level sales representatives earn an average of \$40,000 (Canadian Professional Sales Association).

### CAREER OPPORTUNITIES

Business-to-business salespeople and marketers are needed in a wide range of industries, including hospitality, medical, pharmaceutical, engineering, food and beverage, health care, computers, telecommunications, advertising, manufacturing, service and industrial and commercial, event planning, professional sports and entertainment. Positions in large and small companies include account representatives and detailed or non-technical salespeople. Graduates are also prepared for a range of jobs in marketing, including in-house positions developing marketing strategies for manufacturers, wholesalers, retailers and other employers. The training received at Loyalist enables many graduates to move quickly into managerial positions.

Loyalist's program is modeled on certification standards of the Canadian Professional Sales Association (CPSA). Students in the program receive student membership in the CPSA. Upon completing two years of sales experience, graduates are eligible to apply for their Certified Sales Professional (CSP) designation through CPSA.

### PROGRAM DESCRIPTION

This intense, interactive program prepares graduates with a blend of marketing knowledge and sales training. Students gain transferable skills including creating and conducting presentations, writing, territory and time management, negotiations and marketing.

A common first-year curriculum in the School of Business and Management Studies allows students to explore their interests

and options. After one year, students have the option to transfer their credits to a diploma in Business Administration or Accounting.

Interactive sales strategies begin in the second year. Hands-on role playing exercises are videotaped and critiqued. Students develop techniques for relationship building, consultative selling, and developing rapport as they learn to present both products and concepts. They also gain experience with customer relationship management (CRM) software, an essential business tool to manage sales territories and prospective clients.

An important component of the program involves interaction with employers for job shadowing and project work. Three mandatory job shadows per semester (third and fourth) help students investigate different industries. Students develop their skills to prospect by arranging these placements through their own initiative. Marketing projects build skills through practical experience. Students work with members of the community providing marketing expertise for non-profit organizations, businesses, and professional sports teams. Projects have included working with the Canadian Cancer Society, Gleaners Food Bank, the Belleville Bulls (of the Ontario Hockey League), community events including the Ontario Hockey League All Star Game, Quinte Children's Foundation and Bioniche Life Sciences.

Portfolio development gives students the opportunity to market their own skills and achievements, including certificates and letters of appreciation from community organizations earned during the program. Portfolios can take many forms, from web page design to audio commercials. Managers from the business community conduct simulated job interviews to help students hone their job search skills. Graduates finish the program with an internship, launching their career with valuable work experience, employment references, and possible employment.

NOTE: Second-year students are strongly advised to obtain a valid driver's license in order to complete job shadow placement experiences and progress to their internship. An up-to-date passport is also recommended. Expenses for both the Job Shadows and Internship are the responsibility of the student.

"Loyalist has the best Business Sales and Marketing program being offered by colleges today. It is truly relevant to actual business practices in the field. The professors live business – they don't just teach it. If you want the right skills for sales and marketing look no further."

**James A. Cooper**  
PRESIDENT, CANARM LTD.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$100

Events, Books and Supplies: \$1,200

NOTE: Students must budget for a mandatory Internship at the end of their fourth semester, including any relocation expenses, as well as expenses incurred during mandatory job shadows throughout Semesters Three and Four. Job Shadows and Internships must be approved by program coordinator.

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

- (a) **Required academic preparation** –
- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152
- (b) **Related Experience:** Applicants who have significant work-related experience, who are 21 years old as of the first day of classes in the year of admission, may be considered for admission as a mature student. Mature applicants will be considered for entry based on a review of their demonstrated competencies and academic credentials. Students who use a challenge process to gain credit for prior learning are typically admitted directly to Semester Two upon completion of a bridging course.
- (c) **Transfer of Credit:** Applicants with a post-secondary diploma or degree may be eligible for admission directly to Year Two, allowing students to graduate with a Business Sales and Marketing Diploma in just one year. Students accepted to this fast-track program may need to complete bridging courses during a summer semester beginning in May.
- (d) **Transfer to Another Program:** A core first-year curriculum makes it easy for students to transfer to another program in the School of Business and Management Studies after one or two semesters. With the completion of bridging courses over the summer, students can enter the second year of a diploma in Accounting or Business Administration.



### Brandon Reid

BUSINESS SALES AND  
MARKETING 2010  
INSIDE SALES, BECLAWAT  
MANUFACTURING INC.

“Every day is exciting whether we’re providing ballistic glass for defence industries, mass transit or high speed coast guard vessels.

## DOUBLE DIPLOMA OPTION

The Business Sales and Marketing program presents an excellent opportunity to earn two diplomas in three years. Upon completion of a two-year diploma in many other fields of study, you can strengthen your portfolio by adding a Business Sales and Marketing diploma in less than 12 months. Contact the program coordinator for more information.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Royal Roads University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## BUSINESS SALES AND MARKETING

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

- SOMS 1000 Step Into Business
- SOMS 1001 Skills for Success
- SOMS 1002 Business Communications/Computers Applications 1
- SOMS 1003 Financial Foundations
- SOMS 1005 Professional Development 101
- SOMS 1009 Introduction to Business Sales and Marketing

##### SEMESTER TWO

- SOMS 1010 Business Communications/Computer Applications 2
- SOMS 1012 Teamwork and Leadership
- SOMS 1013 Business Now
- SOMS 1019 Discovering our Customers
- SOMS 1030 Business Sales and Group Dynamics

#### SECOND YEAR

##### SEMESTER THREE

- COMP 2000 Customer Relationship Management
- SALE 2002 Transactional/ Solution Sales Call 1
- SALE 2003 International Business and Sales
- SALE 2004 Sales Call Preparation
- SALE 2005 Business to Business Presentations 1
- MRKT 2000 Marketing Strategy

##### SEMESTER FOUR

- MRKT 2001 Personal Marketing
- MRKT 2002 Marketing Tactics
- SALE 2008 Transactional/ Solution Sales Call 2
- SALE 2010 Sales Management
- SALE 2011 Business to Business Presentations 2
- INTN 2007 Sales and Marketing Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

## **CHEF** Culinary Skills – Chef Training

## **CULM** Culinary Management

**COORDINATOR:** Chef John Schneeberger **EMAIL:** jschneeb@loyalistc.on.ca

### SEPTEMBER ENTRY

### PROGRAM LENGTH

Culinary Skills – Chef Training: One-Year Ontario College Certificate

Culinary Management: Two-Year Ontario College Diploma

### HIGHLIGHTS

- Learn hands-on in Club 213, Loyalist's successful on-campus, student-run gourmet dining establishment.
- Operate the Loyalist Market, a retail outlet offering an amazing variety of fresh and frozen product designed and created by culinary students.
- Create and innovate under the guidance of distinguished chefs.
- Experience all aspects of restaurant management from hosting and service to food preparation, pricing, and inventive menu design.
- Complete the in-class requirements for Red Seal Apprenticeship at the completion of the two-year diploma program.

### CAREER OPPORTUNITIES

Culinary Management graduates are prepared to effectively work in the culinary industry as cooks/chefs and to supervise a kitchen, manage a restaurant, or pursue related opportunities as a convention planner or bartender.

The food service industry employs over a million Canadians. While job opportunities are abundant, opening a restaurant is a high-risk venture. It takes more than a love of food. A diploma from Loyalist will prepare you to take on the challenge and pursue your dream with solid skills in marketing, entrepreneurship and all aspects of managing a restaurant.

There's no life like the life of a chef. You will work evenings, weekends and most holidays in a high-pressure environment, sweating over a hot stove – and love every minute of it.

In 2011, Loyalist's Culinary programs were recognized by the Canadian Forces. Chef Training students now have the opportunity to participate in the Subsidized Education Program and Culinary Management students have the opportunity to receive advanced standing as a Cook (Apprentice). For details and eligibility requirements please contact your closest Canadian Forces recruitment office or visit [FORCES.CA](http://FORCES.CA).

### PROGRAM DESCRIPTION

Loyalist is a leader in chef training and culinary management. Students complete all of the in-class requirements for apprenticeship training in the two-year program. Following on-the-job completion of their apprenticeship outcomes, graduates

are qualified to write the exam for Interprovincial Red Seal Certification, which is an internationally-recognized standard of quality.

Students in the programs run the highly successful, on-campus gourmet restaurant Club 213 known for its great food and great prices. Each student works in the kitchen and the dining room, gaining first-hand experience with both the food preparation and service sides of the business. Students also operate the Loyalist Market, a retail outlet that offers an amazing variety of fresh and frozen product designed and created by culinary students. The Market teaches the business of effective food service operation.

Optional field trips provide opportunities for regional and international travel. New York City, Paris and Switzerland are the latest international destinations in which Loyalist students gained invaluable experience in food and culture.

Those who complete the certificate in Culinary Skills – Chef Training with a minimum average of 60% in all courses may choose to continue their studies with a diploma in Culinary Management. In their second year, students return to the kitchen of Club 213 – this time as supervisors directing their first-year peers. Students develop essential teamwork and leadership skills, providing a real competitive advantage. Graduates leave the program with first-hand experience in every aspect of restaurant management, and the ability to develop a business plan and marketing strategy.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$270

Books and Supplies: \$500 – \$600

Lab Fee: To be confirmed

Uniforms: \$200

Chef's Knives: \$300 – \$400

Optional Field Trips: \$100 – \$600

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

#### Recommended academic preparation –

- Grade 12 mathematics

**NOTE:** Students with (E) workplace level courses will be considered on an individual basis.

(b) **Advanced standing** –

- OYAP Cook Level 1 graduates with an overall B average are eligible for direct entry to Semester Two.
- Individuals who have attained the Interprovincial Red Seal for Cooks will be granted full credit for Year One, and are eligible for direct entry to Year Two of the diploma program.
- Applicants with prior learning or significant related experience may be eligible for course exemptions through Prior Learning Assessment.

**LOYALIST/UNIVERSITY TRANSFER**

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university of their choice to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually. Loyalist graduates who have attained Interprovincial Red Seal Certification have attended further studies at New York's prestigious Culinary Institute of America.



*College was a challenging and exciting journey for Cassie – one that included a class trip to New York City in 2010 and most recently the thrill of travelling to Europe to explore the culinary culture of Switzerland.*

**CULINARY SKILLS – CHEF TRAINING**  
**CULINARY MANAGEMENT**  
CURRICULUM

**FIRST YEAR**

SEMESTER ONE

- HOSP 1017 Food Theory
- HOSP 1018 Kitchen Management 1
- HOSP 1019 Techniques Of Baking
- HOSP 1020 Culinary Techniques 1
- HOSP 1021 Food and Bake Theory
- HOSP 1040 Cuisine a la Carte – Lab

SEMESTER TWO

- HOSP 1006 Menu Planning
- HOSP 1022 Kitchen Management 2
- HOSP 1024 Food Theory 2
- HOSP 1025 Baking and Related Practical
- HOSP 1026 Culinary Techniques 2
- HOSP 1027 Cuisine a la Carte

**SECOND YEAR**

SEMESTER THREE

- COUN 2008 Career Preparation
- HOSP 1007 Wine and Beverage Appreciation
- HOSP 2001 Convention and Meeting Planning
- HOSP 2017 Food and Beverage Practical 1
- SOMS 1020 Profit Management

SEMESTER FOUR

- HOSP 2003 Principles of Supervision and Human Resources
- HOSP 2005 Event Management
- HOSP 2018 Food Service Operation Design
- HOSP 2019 Food and Beverage Practical 2
- HOSP 2021 Advanced Gastronomy
- MRKT 2004 Marketing and Advertising

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



**Cassandra (Cassie) Ashford**

CHEF TRAINING 2010  
CULINARY MANAGEMENT 2011

"I never dreamed I would have the opportunity to visit Switzerland and I'm so glad I did – it was absolutely amazing. Our two-week trip went by much too quickly and before I knew it we were back in Belleville. I'm working at the Timberhouse Inn but my thoughts often return to Switzerland – the tour of the winery at Chateau de Neuchatel, getting caught in a hail storm with ice pellets the size of golf balls, how clean it was – how very, very clean, – the expense of drinking water, and most of all the wonderful friendships we made. We looked after ourselves and watched out for each other. It was definitely a team building experience.

"I feel that my eyes have been opened in so many ways, most importantly I've learned about myself and understand what I am capable of accomplishing. Loyalist is amazing – the faculty, my classmates. I loved being there."

# Esthetics and Spa Management

(formerly Esthetician)

CONTACT: Melanie Kennedy EMAIL: mkennedy@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Two-year Ontario College Diploma

## HIGHLIGHTS

- The market for spa services is growing rapidly, and trained estheticians are in demand.
- Students operate an on-campus spa, *The Spa at Loyalist*, providing a full range of esthetic services.
- Attend the Toronto Esthetics Trade Show.
- Students attend spa therapy classes hosted by the International Dermal Institute in Toronto.
- Start building your résumé with two clinical placements off-campus.
- Get the skills to manage a spa or salon, work on a cruise ship, or even be your own boss.

## CAREER OPPORTUNITIES

Spas and salons are increasingly popular destinations for people seeking to reduce stress and feel younger. Estheticians are creative and caring professionals who help people look and feel their personal best. Professional estheticians work in salons, health centres, day spas, medical spas, luxury resorts and tourist destinations, at beauty counters, and on cruise ships. Graduates may also find opportunities as beauty consultants; make-up artists; nail technicians; sales representatives; instructors; working in collaboration with dermatologists; managing a salon or spa; or spa ownership.

## PROGRAM DESCRIPTION

Students train in a full range of salon and spa services, including: manicures; pedicures; facials; body treatments such as hot stone massage and lymphatic drainage; hair removal and make-up. The program emphasizes practical application of classroom theory and clinical techniques. During Spa Clinic courses in each semester, students operate an on-campus day spa, delivering full esthetic services in a supervised environment. The state-of-the-art lab houses the latest in skincare technology including micro-dermabrasion and electrotherapy.

The program includes two clinical placements. In addition, students are involved in a range of community events – participating in fundraising initiatives and events – which enhances employment opportunities.

In addition to clinical skills, students also learn the business side of spa management. Instruction in visual merchandizing, retail sales, marketing, personal finance, business communications and entrepreneurship prepares graduates to manage a salon or spa, or own their own business.

It is recommended that graduates obtain current CPR and First Aid Certificates.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$655

Books and Supplies: \$370

Lab Fee: to be confirmed

Uniforms: \$100

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

(a) **Required academic preparation –**

- OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

(b) **Health:** Students are required to possess current immunization records.

## DOUBLE DIPLOMA OPTION

Upon completion of the two-year diploma, graduates can enhance their portfolio by adding a second diploma in less than 12 months. The Business Sales and Marketing program is a natural extension for graduates interested in the corporate side of the dynamic spa and esthetics industry. Contact the program coordinators for more information.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# ESTHETICS AND SPA MANAGEMENT CURRICULUM

## FIRST YEAR

### SEMESTER ONE

ANAT 1003 Anatomy and Physiology  
ESTH 1000 Nail Technology 1  
ESTH 1005 Pedicures  
ESTH 1012 Spa Clinic 1  
ESTH 1018 Communications for Esthetics 1  
SOMS 1001 Skills for Success  
SOMS 1003 Financial Foundations

### SEMESTER TWO

ESTH 1001 Nail Technology 2  
ESTH 1002 Skin Care 1  
ESTH 1006 Hair Removal  
ESTH 1013 Spa Clinic 2  
ESTH 1019 Communications for Esthetics 2  
NUTR 1003 Nutrition and Health  
PLAC 1010 Placement

## SECOND YEAR

### SEMESTER THREE

ESTH 1003 Skin Care 2  
ESTH 1007 Body Treatments 1  
ESTH 1008 Make-up Artistry  
ESTH 1014 Spa Clinic 3  
SOMS 1009 Introduction to Business Sales and Marketing  
SOMS 1012 Teamwork and Leadership

### SEMESTER FOUR

BUSI 1005 Entrepreneurship  
ESTH 1004 Skin Care 3  
ESTH 1010 Spa Management  
ESTH 1011 Visual Marketing  
ESTH 1015 Body Treatments 2  
ESTH 1016 Spa Clinic 4  
PLAC 1012 Placement 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)





**SEPTEMBER ENTRY****PROGRAM LENGTH**

One-Year Ontario College Post-Graduate Certificate

**HIGHLIGHTS**

- The sport and entertainment sector in Canada and the United States represents over \$450 billion in revenue.
- The sports industry alone generates twice the revenue of the automotive industry. (*Street and Smith Sports Industry Journal*)
- Starting salaries in Canada range from \$38,000 to \$52,000.

**CAREER OPPORTUNITIES**

Sports and entertainment sales and marketing professionals work with sporting organizations, entertainment complexes and the non-profit sector. Positions include Sales and Marketing Manager, Ticketing Sales Account Representative, Sponsorship Coordinator, Sponsorship Sales, Marketing Coordinator, Licensing Brand Manager, Marketing Assistant and Assistant Brand Manager.

**PROGRAM DESCRIPTION**

This intensive eight-month post-graduate program is led by faculty with extensive industry experience. The first semester focuses on the development of key sector-specific skills and analytical tools. Role play scenarios and a job shadow component are aimed at establishing internship prospects. This provides the foundation for the second semester – a four-month internship which provides real-life learning combined with a capstone project and development of a professional portfolio – all of which may open doors to future employment.

The program combines the knowledge of relationship building in sales with an understanding of sports and entertainment marketing. Students are guided through transactional selling as it applies to sport and acquire the skills required to package and market options for selling in sports and entertainment.

Graduates of the program will be able to:

- Apply marketing and sales concepts to industries directly associated with sports, arts, entertainment or non-profit activities.
- Develop integrated marketing and media plans featuring consumer-oriented objectives, strategies, tactics, budgetary considerations and return on investment (ROI) metrics.
- Plan, execute and evaluate comprehensive sales strategies focusing on the promotion of sports and entertainment related activities and events.

- Develop, evaluate, and create sponsorship and partnership activation opportunities from the value perspective of the consumer, property and buyer.
- Analyze and interpret marketing activities using criteria related to sales forecasting, budgeting, financial health and performance metrics.
- Identify and strategically apply relevant principles of sport and entertainment marketing to situations where increasing participation, leveraging investment or encouraging the sale of sport and entertainment related products and services are required.
- Develop and implement sales and marketing strategies in the sport and entertainment marketing field – including sales, marketing, public relations and communications – by utilizing current and relevant social science theory.
- Utilize personal selling founded on a broad conceptual understanding of the theory and practice of sports and entertainment sales in public or non-profit organizations.
- Utilize analytical and leadership skills to create and support sales and customer service opportunities and strategies in the sports and entertainment sales sectors.

**APPROXIMATE COSTS (2011-2012)**

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$150

Books and Supplies: \$500

It is recommended that students provide their own WiFi ready laptop.

Internships are non-paid placements. Students will be required to budget for all associated expenses. Most internships will require a valid driver's license. Students considering international placements will require a valid passport.

"The CFL is a ticket driven league and sales is the most important aspect of our business."

**Carlos Ferreira**  
DIRECTOR, MARKETING  
TORONTO ARGONAUTS

## ADMISSION REQUIREMENTS

Admission to this program is limited. Entry is based upon completion of a complimentary diploma or degree. Loyalist College views a two-year Sales and Marketing Diploma as a strong basis for admission and gives preferred standing to students with this credential.

### Required Academic Preparation

Ontario College Diploma (two-year) or, Ontario College Advanced Diploma (three-year) or, Undergraduate Degree Recommended academic preparation

Preference will be given to applicants with credentials in a related field of study. Examples: Sales, Marketing, Business and/or Sports Management and/or Administration and Commerce.

**High School Graduates** – Students with a high-school diploma are not eligible for direct entry into this program.

**College Graduates** – College graduates with a diploma in a business-related field are encouraged to apply to this program. Eligibility for students with a college diploma in a non-business field will be determined on an individual basis.

**University Degree** – Students with a university degree in a related field are encouraged to apply to this program. Eligibility for students with a university degree in a non-related field will be determined on an individual basis.

**Work-related experience** – An applicant who has work-related experience will be considered for entry. Eligibility for admission will be considered on an individual basis after a review of the applicant's demonstrated competencies and academic credentials.

## SPORTS AND ENTERTAINMENT SALES AND MARKETING CURRICULUM

### SEMESTER 1

SESM	1000	Transactional Sales and Selling for Sports and Entertainment
SESM	1010	Sponsorship Role Play Preparation
SESM	1020	Sports Culture and the Role of Media, Social Media and Public Relations
SESM	1030	Sports and Entertainment Marketing and Sponsorship
SESM	1040	Brand Extensions: Fundraising and Licensing in Sports Marketing
SESM	1050	Placement Preparation and Job Shadows

### SEMESTER 2

SESM	2000	Four-Month Internship
SESM	2010	Capstone Project
SEMS	2010	Professional Portfolio Development

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

"As a staff member with the Mississauga St. Michael's Majors of the Ontario Hockey League, and Event Coordinator of the 2011 MasterCard Memorial Cup, I understand and recognize the importance of skill development and enhancement in the ever-changing workplace. I find the functions of sales, marketing and event management cross over in the sports and entertainment industry – providing opportunities for individuals that have a well-rounded background of education and experience to excel and take on great amounts of responsibility."

### Andrea Maybee

EVENT COORDINATOR, 2011 MASTERCARD MEMORIAL CUP  
MISSISSAUGA ST. MICHAEL'S MAJORS

"I will admit the easiest way for a young college student to get their foot in the door with a sports organization is through sales. Most teams are always hiring sales people, you can never have enough."

### Rob Mattina

DIRECTOR OF MARKETING  
DETROIT RED WINGS

# School of Health and Human Studies

## HEALTH SCIENCES

Fitness and Health Promotion  
General Arts and Science  
General Arts and Science – English for  
Academic Purposes **NEW**  
Nursing  
Paramedic  
Personal Support Worker  
Practical Nursing  
Pre-Health Sciences  
Recreation and Leisure Services

## HUMAN STUDIES

Child and Youth Worker  
Developmental Services Worker  
Developmental Services Worker Apprenticeship  
Early Childhood Education  
Early Childhood Education Apprenticeship  
Social Service Worker

## POST-GRADUATE HUMAN STUDIES

International Support Worker



### **Charlotte Kudadirgwa**

INTERNATIONAL SUPPORT WORKER 2011  
COLUMBIA UNIVERSITY – MASTERS IN SOCIAL WORK STUDENT

This past year, the International Support Worker (ISW) students spent five weeks on placement, living in Chiapas, Mexico. They were involved in support work initiatives, immersed in experiential learning — living with families in the community and working with established developmental agencies. They learned new skills and gained new attitudes — and sometimes entirely new ways of thinking. Charlotte is attending Columbia University in New York, pursuing her MA in Social Work.

“Being in Mexico made me redefine what true wealth is. The importance placed on family in Mexico is unbelievable. People in Chiapas take a two-hour lunch break between 2:00 and 4:00 so that everyone can go home to eat with their family. I realize that when offering assistance it must always be done so with respect so it is not offensive to those being helped. When those being assisted have a sense of responsibility then a true partnership is created, not a dependency.”

# Fitness and Health Promotion

**CONTACT:** Brian Bentley **EMAIL:** [bbentley@loyalstc.on.ca](mailto:bbentley@loyalstc.on.ca)  
 Jake Sandison **EMAIL:** [jsandison@loyalstc.on.ca](mailto:jsandison@loyalstc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Two-year Ontario College Diploma

## HIGHLIGHTS

- Train and teach in Loyalist's newly-renovated on-campus fitness centre.
- Gain 320 hours of on-the-job experience while you study.
- Opportunity to become certified in fitness appraisal and/or personal fitness training before you graduate.
- Complete a double diploma in Recreation and Leisure Services in just one additional year.

## CAREER OPPORTUNITIES

A career in fitness and health promotion appeals to individuals with a commitment to a healthy lifestyle and an interest in motivating others to achieve their goals. Qualified personal trainers and fitness instructors find varied and interesting opportunities working in health clubs, corporate fitness centres, community recreation centres, military bases, penitentiaries, cruise ships and resort destinations. The program prepares graduates to work with individuals and groups, to participate in community health promotion strategies, or to pursue self-employment.

## PROGRAM DESCRIPTION

Students will develop the confidence and expertise to conduct individual and group fitness instruction. Through classroom instruction and training in our expanded and newly-renovated fitness centre, students will learn to design and implement individually-tailored fitness programs to help clients meet their lifestyle goals. They will be able to accurately assess health and fitness levels; evaluate progress; and develop an exercise prescription that will meet the needs and interests of each client. Students have the opportunity to study with faculty who have research and relevant practice experience.

Courses including anatomy, kinesiology, physiology, nutrition and chronic disease prevention provide a solid foundation for health promotion. Complementary instruction in programming and customer service will ensure that graduates enter the workforce with a well-rounded set of skills. Students gain 320 hours of practical experience in two community placements before graduation. Because work placements are scheduled at the end of classes, many students graduate into a job.

A common first year with the Recreation and Leisure Services program gives graduates the option to return for one year of study to earn a double diploma.

Together with the Canadian Society for Exercise Physiology (CSEP), our faculty participated in the development of a new national standard for personal training. Through the program, Loyalist students can receive the following industry-recognized certifications:

- CSEP – Certified Personal Trainer (CPT)
- Ontario Fitness Council – Level 1 Weight Training Instructor
- High 5
- The program may provide the opportunity to receive additional external certifications at an additional cost.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$65

Books and Supplies: \$1,450

Additional fees may be charged for supply kits, overnight field trips, uniforms, course/testing fees as applicable. Additional costs, such as travel and parking, may be incurred during placements, internships and practicums.

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level with Grade 11 or 12 biology, chemistry or kinesiology, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

### Recommended academic preparation –

- Recommended courses include sciences and mathematics. Applicants with a baccalaureate degree focusing on exercise sciences may be eligible for direct entry into Year Two.

(b) **Health:** A formal, confidential personal health history and up-to-date immunization are required by the College as part of the registration process.

(c) **Physical Fitness:** The program includes a physical fitness component. Prospective students with special needs, limitations or health-related issues that may affect their practicum/field placement or potential employment opportunities are encouraged to discuss their career goals with the program coordinator as part of the application process.

(d) **CPR and First Aid:** By the end of Semester Two, students are required to produce evidence of current certification in Standard First Aid and Level "C" CPR (Adult, Child and Infant).

- (e) **Criminal Record Check:** In order to participate in most clinical placements, students will be required to complete a criminal record check by their local police service. A vulnerable sector check may be required – please check with the contact above to confirm details.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Brock University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**Kathryn Bursey**

FITNESS AND HEALTH PROMOTION 2008

"I entered directly into the second year of the Fitness and Health Promotion program after completing a four-year Bachelor of Science degree in Human Kinetics at the University of Ottawa. Although my degree had given me a strong theoretical understanding of the health and fitness industry, I felt that I lacked the practical knowledge and experience needed to transition into a career in the field. The program exceeded my expectations by far.

"Without some personal training credentials, it is very difficult to find work in the field, even with a university degree. Loyalist's program offers students the opportunity to become a Certified Personal Trainer (CPT) through the Canadian Society for Exercise Physiology (CSEP). This is a nationally-recognized level of certification that far exceeds other certifications in terms of standards set for theoretical knowledge and skill demonstration needed to successfully complete the certification. Students also have the option to try for separate national certifications in both weight training and group exercise instruction while completing the requirements to receive their diploma. These certifications can be completed outside of the College, but at an increased cost, and without the valuable in-class preparation provided through courses. By entering the field with these certifications, I feel that Loyalist students have a major advantage over other trainers and have much more to offer their clients."

## FITNESS AND HEALTH PROMOTION CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

ANAT 1000	Human Anatomy and Physiology
COMM1036	Communications
MGMT 1004	Foundations of Sport and Recreation
MGMT 1006	Human Relations and Customer Service
PGLE 1000	Personal Health and Wellness
RESE 1000	Lifespan Development

#### SEMESTER TWO

KINE 1000	Introduction to Kinesiology
MGMT 1001	Introduction to Program Design
MGMT 1003	Community and Civic Life
MGMT 2001	Group Dynamics
PGLE 1002	Outdoor Recreation
PLAC 1018	Career Development

**NOTE:** All first-year requirements must be completed successfully with **no course failures and a cumulative average of 60% or better prior to second-year entry.** A minimum of a 70% in Anatomy and Physiology and Introduction to Kinesiology is required in order to be considered for entrance into year 2 of the Fitness and Health Promotion program.

### SECOND YEAR

#### SEMESTER THREE

KINE 2000	Kinesiology 2 - Assessment and Programming
MGMT 2000	Human Resources Management
MGMT 2007	Trends and Issues
NUTR 2000	Nutrition
PHSI 2001	Injury Assessment and Management
PLAC 2001	Field Placement 1

#### SEMESTER FOUR

KINE 2001	Kinesiology 3 - Prescription and Training
MGMT 2004	Program Management
MGMT 2008	Entrepreneurship and Marketing
PHSI 2002	Adapted Programming
PHSI 2007	Chronic Disease and Health Promotion
PLAC 2002	Field Placement 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

## **GASC** General Arts and Science – Certificate

## **GASP** General Arts and Science – Diploma

CONTACT: Pam Fairbank EMAIL: fairbank@loyalistc.on.ca

### SEPTEMBER AND JANUARY ENTRY

#### PROGRAM LENGTH

One-Year Ontario College Certificate

Two-Year Ontario College Diploma

Three-Year Ontario College Advanced Diploma

#### HIGHLIGHTS

Consultation with experienced program faculty each semester helps you to:

- Prepare for success with a well-rounded education.
- Define your interests, your opportunities and your goals.
- Customize your timetable and choose from a wide range of electives.
- Earn credits you can transfer to another program while exploring your career options.
- Get practical work experience while you earn your diploma.

#### CAREER OPPORTUNITIES

A broad education in arts and science provides the foundation to succeed in many different careers. Graduates of the diploma program have moved on to entry-level and managerial jobs in criminal justice, human services, education, business, manufacturing, media, technology, and communications... to name a few. Others continued their education at university, applying credits earned in the program toward advanced standing, or enrolled in college post-graduate programs.

#### PROGRAM DESCRIPTION

The General Arts and Science program allows high school graduates and adult learners to continue their education in a post-secondary environment where they can explore their interests and options and be exposed to opportunities they may not know exist.

The General Arts and Science diploma delivers a well-rounded curriculum including math, science, business and communication skills, while providing a great deal of latitude in choosing electives. Students work one-on-one with a faculty advisor to develop an individualized program of study that supports their personal interests and educational goals. Work placements provide a variety of employment experiences.

Students registered in General Arts and Science have several options:

- Graduate with a one-year college certificate.
- Progress to a two-year diploma or three-year advanced diploma in General Arts and Science.

- Prepare for transfer to another post-secondary program with possible credit recognition.
- Complete a double diploma in selected career areas.
- Receive entry level requirements and/or advanced standing for university programs.

#### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$1,250

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

#### ADMISSION REQUIREMENTS

- (a) **Required academic preparation** –
- OSSD/OSSGD or equivalent with courses at the general, advanced, (C) or (M) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152
- (b) **Health:** A formal, confidential personal health history as well as up-to-date immunization are required as part of the registration process.
- (c) **Criminal Record Check:** In order to participate in most community work placements, students in the diploma program will be required to complete a criminal record check by their local police service. A vulnerable sector check may be required – please check with the contact above to confirm details.

#### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree! Transfer agreements are in place with the following institutions as of September 2011:

**Algoma University College**

**Davenport University**

**Griffith University**

**Laurentian University**

**State University of New York (SUNY) at Potsdam**

**University of Ontario Institute of Technology**

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

*General Arts and Science graduates have received transfer credits at the following universities: Trent, Carleton, Ottawa, York, Toronto, Waterloo, Athabasca. Credit recognition is dependent upon individual academic performance, degree major and university policy. Transfer agreements are regularly reviewed and updated annually.*

## GENERAL ARTS AND SCIENCE CURRICULUM

### YEAR ONE – CERTIFICATE

#### SEMESTER ONE

COMM1019 Introductory Language Theory and Composition  
COUN 1000 Arts and Science Seminar  
COUN 1001 Interpersonal Psychology

#### THREE ELECTIVES:

BIOL 1000 Biology  
CHEM 1005 Chemistry  
COMP 1004 Computer Essentials  
HIST 2002 Canadian History  
LAWS 1002 Business Law and Management Practices  
MATH 1013 Mathematics 1  
PSYC 1007 Psychology 1  
SOCI 1009 Sociology 1

#### SEMESTER TWO

COMM1020 Advanced Language Theory and Composition  
COUN 1002 Career Resource Development  
PRAC 1005 Practicum Seminar 1  
PRAC 1006 Practicum 1

#### THREE ELECTIVES:

ACCT 1006 Financial Management  
BIOL 1001 Human Biology  
BUSI 1002 Business Designs  
CHEM 1006 Organic Chemistry/Biochemistry  
COMP 1005 Computer Applications  
GASP 1000 Film Studies  
GASP 1001 Technology and Humanity  
MATH 1024 Mathematics 2  
PHYS 1000 Introduction to Physics

### YEAR TWO – DIPLOMA

#### SEMESTER THREE

COMM2003 Oral Presentations and Media Analysis  
GASP 2000 Project Design and Management  
PRAC 2020 Practicum Seminar 2  
PRAC 2021 Practicum 2

#### MINIMUM TWO ELECTIVES:

COMM2006 Essay Writing  
COUN 2005 Contemporary Moral Issues  
GASP 1003 Independent Study 1  
PSYC 2008 Psychology 2

#### SEMESTER FOUR

COMM2004 Selected Topics in Composition  
COUN 2013 Critical Thinking and Ethics  
COUN 2004 Employment Orientation

#### MINIMUM TWO ELECTIVES:

GASP 1004 Independent Study 2  
SOCI 1001 Global Issues and Political Systems  
SOCI 2012 Sociology 2  
PRAC 2023 Practicum 3

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



#### Lianne Mitts

GENERAL ARTS AND SCIENCE 1997  
OWNER AND DIRECTOR OF BRAINCHILD NETWORKS INC.

**“I’m continually learning new things  
and challenging myself.**

We provide case management and rehabilitation supports to children and youth who have sustained acquired brain injuries. We work one-to-one with clients, meet with members of a rehabilitation team, and talk with lawyers and insurance adjusters. We then design programs to help them achieve their goals — whether completing university or walking independently to the corner store. Every day is different and rewarding. That’s just one of the things I love about what I do.”

# General Arts and Science – English for Academic Purposes



COORDINATOR: Pam Fairbank EMAIL: fairbank@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Improve English language skills to the level required for success in post-secondary studies
- Earn post-secondary credits that can be applied to Loyalist College diploma programs
- Build career and academic planning and preparation skills
- Obtain introduction to Canadian culture
- Take advantage of access to Loyalist College student services and facilities

## CAREER OPPORTUNITIES

Proficiency in the English language is required by most employers in Canada – and in many countries throughout the world. The English for Academic Purposes (EAP) program helps students build the foundation to prepare for a better job, or further studies at college or university.

Upon successful completion of the program graduates may:

- Continue with advanced standing into the General Arts and Science diploma program at Loyalist College – students will be awarded credit for Semester One of the two-year diploma program.
- Enrol in another Loyalist College diploma program

## PROGRAM DESCRIPTION

The EAP program will benefit individuals for whom English is a second or additional language. Students will improve their English language skills, enhancing the successful completion of subsequent academic programs and further professional development. Emphasis is placed on effective writing, reading, listening and speaking competency – with curriculum focus on formal English development for academic and professional purposes as well as functional everyday usage.

The successful completion of the program will assist graduates in achieving

- IELTS: 6.0

or

- TOEFL: Computer-based 213 – 240 or internet-based 79 – 95

## APPROXIMATE COSTS (2011-2012)

International Student Tuition/Ancillary and Health Insurance Fees: \$13,569 (two semesters)

Domestic Student Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$500

## ADMISSION REQUIREMENTS

Required academic preparation –

- Ontario Secondary School Diploma with a majority of senior credits at the College Preparation (C), University Preparation (U) or University/College Preparation (M) level

OR

- mature applicant (age 19 or older) – see page 152

OR

- IELTS: 5.0 overall

OR

- TOEFL: Computer-based 173 or internet-based (IBT) 65

## GENERAL ARTS AND SCIENCE – ENGLISH FOR ACADEMIC PURPOSES CURRICULUM

### SEMESTER ONE

COMM 1043	Interpersonal Communication 1
COUN 1000	Arts and Science Seminar
ENGL 1000	Introductory English 1
ENGL 1002	Computer Assisted Language Lab 1
HIST 2002	Canadian History
WRIT 1000	College Writing 1

### SEMESTER TWO

COMM 1044	Interpersonal Communication 2
ENGL 1001	Introductory English 2
ENGL 1003	Computer Assisted Language Lab 2
SOCI 1001	Global Issues and Political Systems
WRIT 1001	College Writing 2

### PLUS ONE ELECTIVE:

COMP 1004	Computer Essentials
MATH 1013	Mathematics 1

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



# Nursing Brock University/Loyalist College Collaborative Program

BACHELOR OF SCIENCE IN NURSING

CONTACT: Gail Orr EMAIL: gorr@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Four-year Baccalaureate Degree (September–April each year)  
Years 1 & 2 at Loyalist College; Years 3 & 4 at Brock University

### HIGHLIGHTS

- Meet new challenges every day in this personally and financially rewarding profession.
- In Ontario, across Canada and abroad, there is a strong demand for Registered Nurses.
- Loyalist is an international leader in integration of human simulation technology, with intensive, hands-on practice in our state-of-the-art Human Simulation Lab.
- Students learn in small clinical groups with personal, continuous faculty guidance.
- The Brock/Loyalist collaborative degree offers clinical practice beginning in Year One.

### CAREER OPPORTUNITIES

Nursing offers many career options, from making split-second decisions in the ER, to preventing illness through community health promotion. Nurses provide care for patients in all conditions, at all stages of life – from prenatal health to palliative care.

In hospitals, nurses specialize in surgical and post-surgical care; emergency; intensive care; maternity; pediatrics; geriatrics; cardiovascular care; oncology (cancer); and psychiatry. They provide ongoing care in rehabilitation centres, hospices, doctor's offices, nursing homes, and community agencies providing home care. They are educators in public health units, schools, STD clinics, poison control centres, workplace wellness programs, family planning and baby wellness clinics. Nurses also work in research and progressive leadership positions in health and government agencies.

Like other essential service providers, nurses are needed 24 hours a day, and should expect to work evenings and weekends.

### PROGRAM DESCRIPTION

The Brock University/Loyalist College B.Sc.N. program offers an innovative curriculum based on current standards and best practices. The combination of hands-on practice and academic excellence has been recognized by the Canadian Association of Schools of Nursing Board of Accreditation, who recently awarded both the program and Loyalist College a seven-year accreditation, the highest award possible! Students spend the first two years at Loyalist and the final two years at Brock University in St. Catharines, Ontario, and graduate with a B.Sc.N., awarded by Brock University.

Interactive learning in the Human Simulation Lab begins in Semester One. Students are exposed to real-life practice scenarios

with hi-fidelity human clinical simulators, developing competence and confidence in a safe, realistic learning environment.

The program combines theory, lab work and clinical practice in hospitals, nursing homes, and a variety of health care agencies in the community. Beginning in the first year, students work in small clinical groups under the supervision of a faculty member who guides their practice throughout each semester. Students gain a broad range of clinical practice experience including medicine, surgery, pediatrics, obstetrics and psychiatry.

Before beginning their third year, students achieve a smooth transition from Loyalist to Brock with a university campus orientation, meetings with faculty and senior students, access to housing assistance, and ongoing communications from faculty advisors at Brock. Unique and varied placement opportunities in both cities help students develop broad experience, and the critical ability to adapt to change.

Graduates are eligible to write the Registered Nurse exams and, if successful, become registered members of the College of Nurses of Ontario. Registration in Ontario allows nurses to practice across Canada (except in Quebec) and in many states in the U.S. without further preparation.

### APPROXIMATE COSTS (2011-2012)

Tuition: \$6,319 (two semesters)

Consumables Fee: \$25

Books: \$1,600 (Year One)

Equipment and Supplies: \$500 (includes lab coat, uniforms, and stethoscope)

Travel expenses may be incurred during clinical placements

### ADMISSION REQUIREMENTS

- (a) **Required academic preparation –**
- OSSD/OSSGD or equivalent, with six Grade 12 (U) or OAC level courses; and
  - Applicants must have a minimum overall average of 70% and a minimum of 70% in each of biology, chemistry and English, at the Grade 12 (U) or OAC level for admission consideration.
  - Apply through [ontariocolleges.ca](http://ontariocolleges.ca) by February 1, 2012.

#### Recommended academic preparation –

- Mathematics: Any senior level mathematics, college (C) or university (U) level.
- (b) **Mature Applicants:** Applicants who are 21 years old as of the first day of classes in the year of admission, who have been out of school for at least two years, and who do not have a secondary school diploma, may be considered for admission as a mature student. Mature applicants are required to have completed OAC or 12 (U) (or equivalent) biology and chemistry, and must demonstrate competence through diagnostic testing in English.

- (c) **Admission from Pre-Health:** Applicants who have completed the Loyalist College Pre-Health Science Certificate, or an equivalent Pre-Health certificate from another college, and who have achieved an overall average of 70% or higher will be eligible for admission consideration. Apply through [ontariocolleges.ca](http://ontariocolleges.ca) by February 1, 2012.
- (d) **Admission from Practical Nursing:** Applicants who have successfully completed the Loyalist Practical Nursing diploma program with a minimum overall average of 75% with a minimum grade of 70% in each course will be eligible for admission consideration. Course exemptions will be considered on an individual basis. Apply through [ontariocolleges.ca](http://ontariocolleges.ca) by February 1, 2012.
- (e) **Health:** A formal, confidential personal health history as well as up-to-date immunization are required as part of the registration process.
- (f) **Basic Cardiac Life Support (BCLS)** is required prior to Year 3.

- (g) **Criminal Record Check:** In order to participate in most clinical placements, students will be required to complete a criminal record check by their local police service. A vulnerable sector check may be required – please check with the contact above to confirm details.

NOTE: To become a Registered Nurse in the province of Ontario, a recent Canadian Police Information Centre Criminal Record Synopsis (CPIC) is required.

NOTE: Nursing is a high demand program – possession of the minimum admissions requirements does not guarantee an offer of admission.

### FURTHER STUDIES

Loyalist is committed to providing comprehensive learning opportunities for all stages of post-secondary education. Registered Nurses with a BScN can enroll in a **Nurse Practitioner** program and write a separate registration exam to become a **Registered Nurse – Extended Class**. Graduates of the collaborative nursing degree are also eligible to pursue a graduate degree in Nursing or Education to develop skills that would lead to a career in Nursing Research, Nursing Education, or as a Clinical Nurse Specialist.

## NURSING BScN PROGRAM CURRICULUM

### COURSES OFFERED AT LOYALIST COLLEGE

#### FIRST YEAR

##### SEMESTER ONE

ANAT 1001	Anatomy and Physiology
COMM 1014	Self and Others
NURS 1000	Nursing lab 1
NURS 1001	Nursing: the Canadian Context
NURS 1002	Nursing and Health Promotion

##### SEMESTER TWO

NURS 1003	Health Assessment
NURS 1004	Experiencing Illness and Hospitalization
NURS 1005	Nursing Practice: Experiencing Illness and Hospitalization
NURS 1006	Pathophysiology
PHAR 1001	Pharmacology

#### SECOND YEAR

##### SEMESTER THREE

NURS 2000	Self, Perception and Interaction
NURS 2001	Nursing Care of the Young Family
NURS 2002	Nursing Practice: Nursing Care of the Young Family
NURS 2004	Care of the Acutely Ill Client
NURS 2005	Nursing Practice: Care of the Acutely Ill Client
PSYC 1008	Lifespan Development
SOCI 2003	Sociology

##### SEMESTER FOUR

NURS 1002	Nursing and Health Promotion
NURS 2001	Nursing Care of the Young Family
NURS 2002	Nursing Practice: Nursing Care of the Young Family
NURS 2003	Understanding Nursing Research
NURS 2004	Care of the Acutely Ill Client
NURS 2005	Nursing Practice: Care of the Acutely Ill Client
NUTR 1000	Nutrition

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

### COURSES OFFERED AT BROCK UNIVERSITY

#### THIRD YEAR

##### SEMESTER FIVE

NUSC 3P14	Promoting Mental Health
NUSC 3P20	Nursing Ethics
NUSC 3P92	Nursing Practicum: Promoting Mental Health Basic Statistical Math Humanities Context Credit

##### SEMESTER SIX

NUSC 3P12	Experiencing Chronicity
NUSC 3P50	Health Education
NUSC 3P90	Nursing Practicum: Experiencing Chronicity
NUSC 3P94	Nursing Practicum: Intersession
NUSC 4P20	Leadership in Nursing and Management Humanities Context Credit

#### FOURTH YEAR

##### SEMESTER SEVEN

NUSC 4P40	Community Health Nursing
NUSC 4P50	Applied Nursing Research
NUSC 4P60	Trends and Issues in Professional Nursing
NUSC 4P75	Diversity and Nursing
NUSC 4P92	Nursing Practicum: Community Health Nursing

##### SEMESTER EIGHT

NUSC 4F96	Nursing Practicum: Pre-graduation 1
NUSC 4F98	Nursing Practicum: Pre-graduation 2

# Paramedic

CONTACT: Faye Jan EMAIL: fjan@loyalistc.on.ca

## AUGUST ENTRY

## PROGRAM LENGTH

Two-year Ontario College Diploma (offered through part-time studies)

## HIGHLIGHTS

- Earn your diploma through two years of part-time, weekend studies in beautiful Bancroft.
- Qualify to write the **Advanced Emergency Medical Care Assistant (A-EMCA)** exam offered by the Ministry of Health.
- Our up-to-the-minute curriculum is continuously enhanced by instructors who work full-time in the field.
- Experience the job first-hand during 448 hours of supervised ride-out in an ambulance.
- Loyalist offers a unique opportunity for certification with **ITLS International**, with exams for international accreditation in **ITLS and ITLS International Trauma Life Support**.

## CAREER OPPORTUNITIES

Paramedics are often the first person on the scene in an emergency. They balance compassion and empathy with critical decision-making skills and the ability to take command in a crisis. Graduates will find opportunities as:

- Primary Care Paramedics in the ambulance system in Ontario, nationally or abroad
- emergency medical responders with municipal fire departments
- emergency response team members
- private ambulance transfer service members
- health and safety educators in industrial settings
- technical assistants in hospital emergency departments or health centres.

Emergency training obtained in the Paramedic program is also an asset when applying to a fire department or police service, particularly in a remote area.

## PROGRAM DESCRIPTION

Loyalist is the only college in Southern Ontario that offers the two-year Paramedic diploma through part-time, weekend studies. Classes begin in August and are held at the Bancroft Campus Friday evenings, Saturdays and/or Sundays on an average of three weekends per month. This delivery model allows our instructors to continue their full-time jobs in the field as Critical Care and Emergency Nurses, Primary, Advanced and Critical Care Paramedics, bringing their real-world experiences to the classroom.

A blend of practical, clinical and classroom instruction prepares students to respond to emergencies, providing life support measures in situations ranging from cardiac arrest and gun shot wounds to childbirth. Students will learn to administer care in a moving ambulance as well as drive one. The program emphasizes personal safety, as well as communicating effectively with families and other emergency and medical professionals. A variety of electives will enhance graduates' ability to manage real-life situations working in the community.

## APPROXIMATE COSTS (2011-2012)

Tuition: \$4,902 (First Year)

\$3,109 (Second Year)

Consumables Fee: \$850

Books, Supplies and Uniforms: \$1,500

Students must provide their own palm pilot – which must meet minimum College requirements.

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

- Required academic preparation –**
  - OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent

OR

  - mature applicant – see page 152

AND

  - Grade 11 or 12 biology; Canadian Adult Achievement Test (CAAT) accepted
- Health:**
  - All inoculations must be up-to-date.
  - Influenza vaccine and Hepatitis B inoculations are required.
  - Applicants must achieve a “fair” rating on the Canadian Physical Activity, Fitness and Leisure Assessment (CPAFLA).
- First Aid:**
  - Current and valid CPR Level “C”
  - Current and valid First Aid Certificate
- Criminal Record Check:**
  - A recent clear criminal record check including a Vulnerable Sector Screening by a local police service is required.
- Discretionary Considerations:**
  - A detailed résumé of practical experience is required, i.e., number of ride-out hours, other applied experience, and associated qualifications.

- At the discretion of the College/faculty, entrance to the program may be based on the applicant's successful completion of an interview process.
- Current, valid class "G" driver's licence. A class "F" is preferred and is required on or before graduation for employment and as a Paramedic in the Province of Ontario.

(f) It is strongly recommended that all applicants have a high level of fitness. Paramedicine is a physically demanding profession. Students will be required to successfully complete two comprehensive lifting evaluations, one in first year and in second year, to continue in the program.

(g) A clear drivers' abstract.

Before taking this program, you should be aware that under the provisions of the Ambulance Act, employment as an EMCA is prohibited to any individual who:

- in the past year has received six or more demerit points on their driving record
- has had a driving licence suspended in the previous two years
- has been prohibited from driving under the Criminal Code of Canada within the past three years, or
- has been convicted of any crime involving moral turpitude for which she/he has not been pardoned.

### FURTHER STUDIES

Graduates with A-EMCA Certification are eligible to upgrade their skills as an Advanced Care or Critical Care Paramedic through further study.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. As of September 2011, transfer agreements with the following institution allow you to gain advanced standing upon admission to degree studies:

Davenport University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



## PARAMEDIC PROGRAM

BANCROFT CAMPUS  
CURRICULUM

### YEAR ONE

#### SEMESTER ONE (FALL)

ANAT 1002	Anatomy and Physiology
PMED 1000	Medical-Legal Aspects
PMED 1001	Human Behaviour and Crisis Intervention 1
PMED 1002	Emergency Patient Care 1

#### SEMESTER TWO (WINTER)

PMED 2000	Advanced Skills 1
PMED 2001	Hospital Clinical General Elective

#### SEMESTER THREE (SUMMER)

COMM2008	Communications for Emergency Health Workers 1 (Replaced with Medical Terminology online)
PMED 2002	Ambulance Field Experience
PMED 2003	Emergency Vehicles, Maintenance and Operations
PMED 2004	Professional Issues, Research and Leadership
PMED 2005	Crisis Intervention 2 General Elective

### SECOND YEAR

#### SEMESTER FOUR (FALL)

PMED 3001	Emergency Patient Care 2
PMED 3002	Patho-Physiology
PMED 3003	Advanced Skills 2 General Elective

#### SEMESTER FIVE (WINTER)

COMM3001	Communications for Emergency Health Care Workers 2
PMED 3004	Hospital Clinical 2
PMED 3005	Paramedic Comprehensive Review General Elective

### GENERAL EDUCATION ELECTIVES

Students are required to complete four (4) General Education courses during the five (5) semester program.

BUSI 8134	Occupational Health and Safety
COMM 1000	Business Communications
POLI 8013	Introduction to Intercultural Communications
POLI 8014	Criminal Psychology/Psychopathic Minds
POLI 8015	Sexual Violence
POLI 8016	Domestic and Workplace Violence
POLI 8017	Cults and Terrorism
PSYC 2001	Applied Psychology

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Personal Support Worker

**CONTACT: (Full-Time program)** Gail Orr **EMAIL:** gorr@loyalistc.on.ca  
**(Part-Time program)** Maureen Kelly **EMAIL:** mkelly@loyalistc.on.ca

## JANUARY ENTRY – FULL-TIME FLEXIBLE START DATES – PART-TIME

### PROGRAM LENGTH

One-year, two-semester program offered in a compressed time frame of 24 weeks

### HIGHLIGHTS

- Prepare for a rewarding new career.
- The demand for Personal Support Workers is higher than ever, and growing to meet the needs of an aging population.
- Learn in small, faculty-guided clinical practice groups.
- Work one-on-one with an experienced Personal Support Worker during a full-time, consolidation placement.
- Make a difference every day, helping people live with independence and dignity.

### CAREER OPPORTUNITIES

Personal Support Workers provide a range of support to help their clients live as independently as possible. Assistance with the routines of daily living may include personal care, bathing, meals and home management.

Personal Support Workers are employed in hospitals, long-term care facilities, retirement homes, and community agencies providing support in the client's home. They work under the direction of both the client, and regulated health care professionals such as Registered Nurses, Registered Practical Nurses and physiotherapists.

### PROGRAM DESCRIPTION

Personal Support Workers provide supportive care to clients who are experiencing physical, cognitive, emotional and behavioural challenges. They must be compassionate and conscientious – working cooperatively with clients of different backgrounds, their families and other members of the health care team.

Learning is very hands on, combining theory, placement experience, and laboratory practice including work with hi-fidelity clinical simulators in our cutting-edge Human Simulation Lab. Small clinical practice groups work under the guidance of experienced faculty. Students learn to follow a care/service plan incorporating the principles of rehabilitation and health promotion. They will learn to recognize, record and report any changes in the client's condition. Throughout the first semester, they will develop the skills and knowledge to effectively support clients in their day-to-day activities emphasizing trust, respect and individual choice.

Students gain extensive workplace experience, culminating in a full-time “pre-grad” placement – performing the full job functions of a Personal Support Worker and working one-on-one with an experienced PSW. Full-time clinical placements include experiences in long-term care facilities, in-home agencies,

and retirement residences. Graduates of this Ontario College Certificate program are employment-ready in less than one year with no further qualifying exam or certification required.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$450

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent

#### OR

- mature applicant – see page 152

#### (b) Health: To qualify for the practice components of the program, accepted applicants are required to have the physical capabilities to meet the practice requirements and submit written documentation of immunization against certain communicable diseases prior to clinical placement.

#### (c) CPR and First Aid: Students must successfully complete the Basic Cardiac Life Support (BCLS – Level C) and a Standard First Aid course prior to the start of the program. These certificates must be valid for the duration of the program.

#### (d) Criminal Record Check: In order to participate in clinical placements, students will be required to complete a criminal record check by their local police service. Criminal record checks should be completed upon admission to the program. A vulnerable sector check may be required – please check with the contact above to confirm details.

## PERSONAL SUPPORT WORKER

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE (15 WEEKS)

COMM 1028	Workplace English
PSWL 1000	Supportive Care and Activities 1: Laboratory
PSWL 1001	Supportive Care and Activities 2: Laboratory
PSWT 1003	Human Body in Health and Illness
PSWT 1004	Safe and Comfortable Environment
PSWT 1005	Role of the Personal Support Worker
PSWP 1003	Personal Support Worker Practicum 1

##### SEMESTER TWO (9 WEEKS)

PSWT 1006	Personal Support Worker Integrative Theory
PSWP 1004	Personal Support Worker Practicum 2
PSWP 1005	Personal Support Worker Practicum 3

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Practical Nursing

**CONTACT:** (Full-Time program) Gail Orr **EMAIL:** gorr@loyalistc.on.ca  
(Part-Time program) Lisa Woodcock **EMAIL:** lwoodcock@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Two-year Ontario College Diploma

## HIGHLIGHTS

- Enjoy personal and financial rewards in a challenging career as a Registered Practical Nurse (RPN).
- Learn hands-on in Loyalist's interactive, state-of-the-art Human Simulation Lab.
- Practice in small clinical groups with intensive, personal instruction.
- Gain widely varied experience before graduation with clinical placements in medicine, surgery, community agencies, long-term care facilities, pediatrics, obstetrics, continuing complex care and psychiatry.
- Loyalist graduates have historically scored above the provincial and national averages in all categories of the Canadian Practical Nurse Registration Exam (CPNRE).

## CAREER OPPORTUNITIES

Registered Practical Nurses are integral members of the health care team. They independently provide a full range of nursing care for clients within their scope of practice.

RPNs work in hospitals with post-surgical, maternity, pediatric, cardiovascular, oncology (cancer), and psychiatric patients. They are employed in rehabilitation centres, doctors' offices, community agencies, and in leadership positions in retirement homes and long-term care facilities. RPNs also promote community health and disease prevention through public health units, schools, workplace wellness programs, family planning and baby wellness clinics.

## PROGRAM DESCRIPTION

In March 2009, Loyalist College received a Category 1, five-year program approval, the highest attainable rating, from the College of Nurses of Ontario (CNO).

The two-year, five-semester, program combines classroom theory, lab work and clinical practice. Students learn to assess clients' health throughout the lifespan, and to plan, implement and evaluate appropriate nursing care. Instruction takes place in small clinical groups under the supervision of an experienced faculty member, who guides their students' practice throughout each semester.

Hands-on learning is emphasized throughout the program. Beginning in the first semester, students work with hi-fidelity clinical simulators in our cutting-edge Human Simulation Lab. Realistic, interactive practice scenarios allow students to develop confidence in their skills before performing them in the workplace.

Students gain varied clinical experience in hospitals, as well in community agencies and long-term care facilities. In the final semester, each student works one-on-one with a Registered Practical Nurse during an eight-week clinical consolidation. This intensive experience prepares students for independent practice in a "pre-grad" clinical placement. Students are expected to participate in day, evening, night and weekend clinical experiences.

Graduates are eligible to write the Canadian Practical Nurse Registration Examination and if successful, become registered members of the College of Nurses of Ontario. Over the past several years, Loyalist graduates have been successful on their first writing of the exam, scoring at or above national and provincial averages in all categories.

## APPROXIMATE COSTS (2011-2012)

Tuition/Fees: \$4,404 (two semesters)

Consumables Fee: \$25

Books and Supplies: \$1,500 (two semesters)

Travel and parking expenses may be incurred during clinical placements

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with Grade 12 English and mathematics (C) level or equivalent, Grade 11 or 12 biology, and one of chemistry or physics at the (C) or (U) level. Applicants must have a minimum average of 65% in each of English, mathematics, biology, and chemistry or physics

OR

- mature applicant – see page 152

**NOTE:** Practical Nursing is a high demand program – possession of the minimum admissions requirements does not guarantee an offer of admission.

- (b) **Health:** Applicants who accept admission to the program are required to provide confirmation of good health and immunization against certain communicable diseases. Written evidence of these requirements is a condition of registration and placement in clinical practice agencies and must be submitted upon acceptance into Semester One.
- (c) **Admission from Pre-Health:** Applicants who have successfully completed the Loyalist College Pre-Health Science Certificate, OR

Students who have received 65% in each of the following Loyalist College Pre-Health/General Arts and Science courses: Introductory Language Theory and Composition, Mathematics 1, Human Biology, and Chemistry. Apply through [ontariocolleges.ca](http://ontariocolleges.ca) by February 1, 2012.

- (d) **CPR and First Aid:** Students are required to show proof of current CPR certification – Basic Cardiac Life Support (BCLS), Level C, Basic Rescuer, as well as a Standard First Aid Course, prior to the start of Semester Two. These certificates must be valid for the duration of the program.
- (e) **Course Challenge Opportunities:** Applicants with relevant educational and/or employment experience are eligible to challenge selected courses.
- (f) **Criminal Record Check:** In order to participate in clinical placements, students will be required to complete a criminal record check by their local police service. This must be submitted prior to the start of Semester Two. A vulnerable sector check may be required – please check with the contact above to confirm details.

NOTE: To become a Registered Practical Nurse in the province of Ontario, a recent Canadian Police Information Centre Criminal Record Synopsis (CPIC) is required.

### LOYALIST/UNIVERSITY TRANSFER

Graduates who wish to pursue a B.Sc.N. in Nursing are eligible for admission to Year One of the Loyalist/Brock collaborative degree program. Applicants must have successfully completed the diploma in Practical Nursing with a minimum overall average of 75% with a minimum of 70% in each course to be eligible for admission consideration. Course exemptions will be considered on an individual basis. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) before February 1st to be considered for admission.



## PRACTICAL NURSING CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

COMM 1015	Workplace Communication
PNUR 1000	Professional Roles 101
PNUR 1001	Lifespan Development
PNUR 1003	Anatomy and Physiology
PNUR 1004	Fundamentals of Nursing
PNUR 1005	Fundamentals of Nursing Lab

#### SEMESTER TWO

PHAR 1002	Pharmacology
PNUR 1002	Health Assessment
PNUR 1007	Professional Roles 201
PNUR 1011	Alterations in Health Lab 1
PNUR 1015	Alterations in Health 1
PNUR 1016	Alterations in Health Clinical 1

### SECOND YEAR

#### SEMESTER THREE

PNUR 2000	Professional Issues and Trends
PNUR 2002	Alterations in Health 2
PNUR 2003	Young Family
PNUR 2004	Alterations in Health Lab 2
PNUR 2005	Alterations in Health Clinical 2
PNUR 2006	Young Family Clinical
SOCI 2004	Sociology

#### SEMESTER FOUR

PNUR 2001	Evidenced Based Practice
PNUR 2007	Professional Worklife
PNUR 2008	Alterations in Health 3
PNUR 2012	Mental Health/Illness
PNUR 2013	Mental Health/Illness Clinical
PNUR 2009	Alterations in Health Clinical 3

#### SEMESTER FIVE

PNUR 2010	Practical Nursing Practice: Pregraduate
PNUR 2011	Practical Nursing Practice: Pregraduate Clinical

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

“The two years I spent at Loyalist were amazing – my faculty, my classmates, playing varsity soccer – it really is a great college. The highlight was this June when I received my Practical Nursing diploma and saw the pride in my family’s eyes. I’m now working at the John M. Parrott Centre in Napanee. It’s so exciting to be starting my new career.”

### Meghan Healey

PRACTICAL NURSING 2011

# Pre-Health Science

CONTACT: Pam Fairbank EMAIL: fairbank@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

One-Year Ontario College Certificate

### HIGHLIGHTS

- Build academic skills and gain career confidence.
- Take advantage of practical career guidance and personal faculty assistance.
- Obtain transfer credits to other post-secondary college programs.
- All credits are transferable to the two-year Arts and Science diploma at Loyalist.

### CAREER OPPORTUNITIES

The Pre-Health Science certificate may be a bridge to college and/or university health science programs. Graduates who maintain a minimum average of 70% in the certificate program, and meet specific entrance requirements, will be eligible for admission to the Brock University/Loyalist College collaborative Nursing Degree or other university-oriented science studies.

### PROGRAM DESCRIPTION

High school graduates and mature students returning to school may have difficulty gaining entrance to the college health science program of their choice. The Pre-Health Science Certificate allows learners to upgrade their skills and knowledge in a higher-learning environment. The curriculum provides a solid foundation in biology, chemistry, math and communication skills that are critical to success in a health-related career.

In the second semester, students choose electives that will support either a diploma or degree orientation. All course work can be applied toward the elective requirements of a two-year diploma in General Arts and Science.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$1,000

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U) or (M) level, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152

Recommended academic preparation –

- Grade 11/12 biology, chemistry and mathematics

### LOYALIST/UNIVERSITY TRANSFER

Graduates of the Pre-Health Science Certificate who maintain a minimum average of 70% and meet specific entrance require-

ments are eligible for admission consideration to the four-year collaborative Nursing Degree program at **Brock University/Loyalist College B.Sc.N.** Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) before February 1st to be considered for admission.

“Taking the Pre-Health Science program eased my transition from high school into Nursing. I gained a better understanding of what would be expected of me. I learned how to research and write papers, adjusted to different teaching styles – and perhaps most importantly, I gained time management skills. I moved forward into Nursing with many of my Pre-Health classmates feeling confident and comfortable in the college environment.”

**Lindsey Buck**

PRE-HEALTH 2010; SECOND YEAR NURSING

## PRE-HEALTH SCIENCE

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

- BIOL 1000 Biology
- CHEM 1005 Chemistry
- COMM1019 Introductory Language Theory and Composition
- COUN 1001 Interpersonal Psychology
- COUN 1013 PreHealth Science Seminar
- MATH 1013 Mathematics 1

#### PRE-HEALTH SCIENCE DEGREE STREAM

##### SEMESTER TWO

- BIOL 1001 Human Biology
- CHEM 1006 Organic Chemistry/BioChemistry
- COMM1020 Advanced Language Theory and Composition
- MATH 1024 Mathematics 2

##### PLUS TWO OF THE FOLLOWING ELECTIVES:

- COMP 1004 Computer Essentials
- GASP 1001 Technology and Humanity
- PHYS 1000 Introduction to Physics
- PSYC 1007 Psychology 1
- SOCI 1009 Sociology 1

#### PRE-HEALTH SCIENCE DIPLOMA STREAM

##### SEMESTER TWO

- BIOL 1001 Human Biology
- COMM1020 Advanced Language Theory and Composition\*
- COMP 1004 Computer Essentials

##### PLUS THREE OF THE FOLLOWING ELECTIVES:

- CHEM 1006 Organic Chemistry/Biochemistry
- COUN 1002 Career Resource Development
- GASP 1001 Technology and Humanity
- MATH 1024 Mathematics 2
- PHYS 1000 Introduction to Physics
- PSYC 1007 Psychology 1
- SOCI 1009 Sociology 1

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



# Recreation and Leisure Services

**CONTACT:** Brian Bentley **EMAIL:** [bbentley@loyalistc.on.ca](mailto:bbentley@loyalistc.on.ca)  
 Jake Sandison **EMAIL:** [jsandison@loyalistc.on.ca](mailto:jsandison@loyalistc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Two-year Ontario College Diploma

## HIGHLIGHTS

- Learn best practices in the field of Recreation and Leisure Services.
- Become job-ready with certifications in coaching and leadership before you graduate.
- Gain 320 hours of on-the-job experience in two community placements.
- Develop the entrepreneurial skills to start your own business.
- Complete a second diploma in Fitness and Health Promotion in just one additional year.

## CAREER OPPORTUNITIES

This program prepares graduates to lead sports and recreation programs and develop new initiatives for community recreation centres, fitness clubs, seniors' facilities, college and university athletic departments, community associations such as the YMCA, service clubs, corporate fitness programs, tourist resorts and cruise ships. Graduates are also prepared to manage both indoor and outdoor recreation, sports or fitness facilities, and to start their own business.

## PROGRAM DESCRIPTION

People of all ages are looking for recreational opportunities to combine fun and physical activity in their daily lives. This program produces energetic leaders with the skills and knowledge to help others improve their quality of life through sports and recreation.

Loyalist students have the opportunity to study with faculty members who have research and relevant practice experience. A unique focus on exercise sciences gives students a strong foundation in anatomy, physiology, nutrition and injury management. Instruction in current industry trends and customer service ensure graduates leave the program ready for a job. They are also prepared for self-employment through marketing strategies, entrepreneurship, research and proposal writing. A common first year with Fitness and Health Promotion also provides graduates the option to complete a second diploma in just one additional year.

Each student completes an independent research project in the final semester. Through the program, students can obtain industry-recognized High 5 certification in leadership. Two community placements provide 320 hours of practical experience. Because placements are scheduled at the end of classes, many students graduate into a job.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$60

Books and Supplies: \$1,450

Additional fees may be charged for supply kits, overnight field trips and uniforms. The program may provide the opportunity to receive additional external certifications at an additional cost. Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level with Grade 11 or 12 biology, chemistry or kinesiology, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152

### Recommended academic preparation –

- Recommended courses include sciences and mathematics. Applicants with a baccalaureate degree focusing on exercise sciences may be eligible for direct entry into Year Two.

(b) **Health:** A formal, confidential personal health history and up-to-date immunization are required by the College as part of the registration process.

(c) **Physical Fitness:** The program includes a physical fitness component. Prospective students with special needs, limitations or health-related issues that may affect their practicum/field placement or potential employment opportunities are encouraged to discuss their career goals with the program coordinator as part of the application process.

(d) **CPR and First Aid:** By the end of Semester Two, students are required to produce evidence of current certification in Standard First Aid and Level “C” CPR (Adult, Child and Infant).

(e) **Criminal Record Check:** In order to participate in most clinical placements, students will be required to complete a criminal record check by their local police service. A vulnerable sector check may be required – please check with the contact above to confirm details.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Brock University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

University of Waterloo

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**Alexander Piskopos**

RECREATION AND LEISURE SERVICES 2008

SPORTS ANALYST, CASINO SPORTS OPERATIONS, ONTARIO LOTTERY AND GAMING CORPORATION (OLG)

**"It's pretty exciting to be paid for something that I've always loved.**

I analyze professional sports. My day begins with studying the matchups, and verifying key odds-making factors such as injuries, weather conditions, times, locations and other sports-specific statistics. The Senior Analyst and I compare and contrast data from around the world in order to compute our own wagering odds — then forward the information to participating Ontario casinos. I love my job — it doesn't get better than this."

## RECREATION AND LEISURE SERVICES

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

ANAT 1000	Human Anatomy and Physiology
COMM 1036	Communications
MGMT 1004	Foundations of Sport and Recreation
MGMT 1006	Human Relations and Customer Service
PGLE 1000	Personal Health and Wellness
RESE 1000	Lifespan Development

##### SEMESTER TWO

KINE 1000	Introduction to Kinesiology
MGMT 1001	Introduction to Program Design
MGMT 1003	Community and Civic Life
MGMT 2001	Group Dynamics
PGLE 1002	Outdoor Recreation
PLAC 1018	Career Development

**NOTE:** All first-year requirements must be completed successfully with **no course failures and a cumulative average of 60% or better prior to second-year entry.**

#### SECOND YEAR

##### SEMESTER THREE

MGMT 2000	Human Resources Management
MGMT 2007	Trends and Issues
NUTR 2001	Nutrition
PGLE 2001	Outdoor Programming
PHSI 2001	Injury Assessment and Management
RESE 2000	Research and Proposal Writing
PLAC 2008	Field Placement 1

##### SEMESTER FOUR

MGMT 2004	Program Management
MGMT 2005	Sport and Event Management
MGMT 2008	Entrepreneurship and Marketing
PHSI 2002	Adapted Programming
RESE 2002	Advanced Program Planning and Documentation
PLAC 2009	Field Placement 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Child and Youth Worker

CONTACT: Lorne Thompson EMAIL: thompson@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Three-year Ontario College Advanced Diploma

### HIGHLIGHTS

This three-year program prepares graduates to work successfully with children and youth experiencing social, interpersonal, behavioural and/or emotional difficulties. Through non-judgmental support, advocacy, the formation of therapeutic relationships and the use of therapeutic interventions, Child and Youth Counsellors empower children, youth and their families to make positive changes in their lives. Child and Youth Work is an established profession within the human services field and graduates are eligible for certification with the professional association – the Ontario Association of Child and Youth Counsellors.

### CAREER OPPORTUNITIES

Our graduates are prepared to work in an ever increasing range of settings that promote optimal development of children, youth and their families. As part of a multi-disciplinary team, Child and Youth Counsellors work front-line with children, youth and their families in a variety of settings, including:

- Elementary and secondary schools
- Specialized classrooms
- Alternative educational settings
- Child welfare and protection
- Group homes and residential treatment settings
- Children's mental health programs
- Community based settings
- Youth outreach centres
- Hospital based services
- Juvenile justice programs

### PROGRAM DESCRIPTION

The Child and Youth Worker program provides a strong balance of in-class learning and placement experiences, allowing students to increase their knowledge, improve their skills and develop themselves prior to entering the field. Students participate in four placement experiences in a variety of environments including schools, residential treatment facilities and community settings gaining approximately 1,000 hours of experience in the field prior to graduation. Students may do first and third year block placements where they choose, allowing them to return to home communities in Canada, or to pursue an international learning experience in their third year.

First year students study psychology, child and adolescent development, behavioural disorders, and sociological issues affecting children, youth and their families. In addition, they learn the

role of the Child and Youth Counsellor in various settings. The curriculum facilitates a process of self-discovery and exploration of personal values, beliefs and attitudes as they relate to the field of child and youth work. Applied skills such as critical thinking, communication skills and personal counselling styles are integrated into various courses. This first year ends with a three-week block placement.

Second and third-year courses continue to develop specialized knowledge and skills in areas that include mental health, child welfare legislation, therapeutic techniques and activities, advanced individual and group counselling skills, clinical documentation, and case management. The impact of trauma and loss, diversity, abuse, violence and poverty are explored more fully. Placements provide students continued opportunities to practice counselling and behaviour management skills, and to design individual and group programs for children and youth. Second-year placements are concurrent with classes. Third year includes a 13-week block placement in the final semester.

### CYWA ADVANCED STANDING

Direct entry into Year Two of Child and Youth Worker is available through an advanced standing option which is open to applicants with a human studies diploma (SSW, DSW, ECE, GAS with a social studies focus, or Justice Studies), or a relevant university degree. A minimum 70% overall average is required – with no marks below 60%. Applicants with other post-secondary credentials will be assessed on an individual basis.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$1,200

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

- (a) **Required academic preparation** –
  - OSSD/OSSGD or equivalent with courses at the general or advanced, (C), (U), (C/U) or (O) level, and
  - Grade 12 English (C) level or equivalent
 OR
  - mature applicant – see page 152
- (b) **Health:** A formal confidential health history is required as part of the registration process. All applicants must provide proof of the basic health requirements in order to participate in field placements. Prospective students with special needs or limitations that may affect their placement or potential employment opportunities are encouraged to discuss their career goals with faculty prior to admission.

- (c) **Criminal Record Check:** Evidence that a criminal record check has been completed through their local police service is required of all students in order to participate in field placements. A vulnerable sector check may be required – please check with the contact above to confirm details.
- (d) **CPR and First Aid:** Prior to the end of Semester One, students are required to produce evidence that they have successfully completed Standard First Aid certification and Basic Level “C” CPR certification. Applicants should keep a record for their file.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
 Davenport University  
 Griffith University  
 Laurentian University  
 Royal Roads University  
 Ryerson University  
 University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## CHILD AND YOUTH WORKER

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

CADW 1003 Introduction to Child and Adolescent Development  
 COMM1029 Communication Skills for CYW  
 COUN 1011 Interpersonal and Group Dynamics  
 CYWP 1001 Introduction to Child and Youth Work  
 PSYC 1011 Introduction to Psychology  
 SOCI 1013 Introduction to Sociology

##### SEMESTER TWO

CYWP 2001 Preventing and Managing Aggressive Behaviour  
 CYWP 2003 Abnormal Child Psychology  
 CYWP 2004 Introduction to Counselling Skills  
 SOCI 1014 Sociology and the Family  
 PLAC 1015 Field Placement Seminar 102  
 PLAC 1016 Field Placement 102

#### SECOND YEAR

##### SEMESTER THREE

CYWP 2003 Child Welfare Legislation  
 CYWP 2004 Advanced Counselling Skills  
 CYWP 2006 Adolescent Psychopathology  
 HLTH 2001 Therapeutic Recreational Strategies  
 PLAC 2025 Field Placement Seminar 201  
 PLAC 2026 Field Placement 201

##### SEMESTER FOUR

CYWP 2002 Clinical Recording  
 CYWP 2007 Child Abuse, Neglect and Family Violence  
 SOCI 2011 Contemporary Family Issues  
 PLAC 2027 Field Placement Seminar 202  
 PLAC 2028 Field Placement 202

#### THIRD YEAR

##### SEMESTER FIVE

COUN 3001 Group Counselling  
 HLTH 3000 Therapeutic Interventions  
 PHAR 3000 Pharmacology for CYW  
 PSYC 3001 Trauma and Loss in Childhood and Adolescence  
 SOCI 3002 Cultural Issues and Diversity  
 SOCI 3003 Professional Issues and Development

##### SEMESTER 6

PLAC 3013 Field Placement Seminar 301  
 PLAC 3014 Field Placement 301

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Developmental Services Worker

**CONTACTS:** Colleen Orrick **EMAIL:** [corrick@loyalistc.on.ca](mailto:corrick@loyalistc.on.ca)  
Lisa Monsma **EMAIL:** [lmonsma@loyalistc.on.ca](mailto:lmonsma@loyalistc.on.ca)

## SEPTEMBER AND JANUARY ENTRY

Regular or Accelerated Programs

Distance Education

## PROGRAM LENGTH

Two-Year Ontario College Diploma

## HIGHLIGHTS

- Specialize in working with children and adults with disabilities.
- Establish a rewarding career in human services.
- Graduates of Loyalist's DSW program are in extremely high demand.
- Gain over 500 hours of real-world experience in three placements.
- Earn your diploma full time or part time, on campus or by distance. You may even be eligible to complete an accelerated program in just three semesters.

## CAREER OPPORTUNITIES

Developmental Services Workers support people across their lifespan who have physical and intellectual disabilities, people with Autism Spectrum Disorders, and those who have been Dually Diagnosed with intellectual and mental health disorders. Graduates find employment across Canada and abroad working with people with disabilities in a wide variety of capacities such as:

- Community agencies, working as residential counsellors and vocational coaches
- Schools, as educational assistants
- Services for seniors, as activation directors
- Other not-for-profit organizations
- With families, providing respite and enhancing presence and participation in community life
- In homes, helping people to maintain their independence.

## PROGRAM DESCRIPTION

The curriculum facilitates student learning toward effectively supporting people with physical and/or developmental disabilities as valued members of the community. Students learn to:

- help people learn relevant skills
- promote the development and maintenance of valued social roles for people who have disabilities
- facilitate greater inclusion through supported community living
- understand attitudinal and physical barriers that people with disabilities encounter and collaborating with people who have disabilities to advocate for change
- develop skills to assist people who have disabilities with daily activities.

The program includes both academic courses and over 500 hours of field placements. Field placement begins in the second

semester and continues through subsequent semesters, providing opportunities for students to:

- immediately apply what they are learning
- see the relevance of what they learn right away, while still in the classroom
- engage in a problem-solving approach to learning.

Each field placement is supervised by DSW faculty, thereby facilitating ongoing learning as well as the application of what has been learned in the classroom.

Field placements are flexible in that students may choose from a wide variety of possible options including international placements, in consultation with faculty. Students may also complete placements in their home communities.

## DSWA ACCELERATED PROGRAM

Applicants who have already completed a related university degree or college diploma are eligible to complete the DSW diploma in three semesters through the accelerated program.

## DSWD DISTANCE EDUCATION

Due to the high demand for Loyalist graduates, this program is also offered through distance learning. This flexible option enables students to complete the entire program via distance, or begin the program on campus and switch to distance, or vice versa.

Students can choose full-time or part-time studies. The location and scheduling of field placements may be tailored to students' individual circumstances. Part-time students have five years to complete the diploma.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Tuition (Accelerated): \$4,599

Books and Supplies: \$1,040

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

- Required academic preparation** –
  - OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
 OR
  - mature applicant – see page 152
- Health:** A formal confidential personal health history is required as part of the registration process, and to participate in practica/field placements. All applicants must be aware of the basic health requirements for employment and for field placement. Prospective students with special needs or limitations that may affect their field placement or potential employment opportunities are encouraged to discuss their

# DEVELOPMENTAL SERVICES WORKER

## CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

DSWP 1000	Positive Behavioural Supports
DSWP 1001	Person Centred Planning
DSWP 1003	The Nature of Disabilities
DSWP 1004	The Evolution of Developmental Services
DSWP 1013	The Human Body
PSYC 1000	Lifespan and Disability

#### SEMESTER TWO

DSWP 1005	Ethics and Critical Thinking
DSWP 1006	The Helping Relationship 1: Empathy and Power
DSWP 1007	Applied Positive Behaviour Supports
DSWP 1008	Person Centred Strategies
DSWP 1012	Legislation, Services and Funding
PHAR 1004	Pharmacology
PLAC 1000	Introduction to Field Placement
PLAC 1019	Field Placement 1

### SECOND YEAR

#### SEMESTER THREE

DSWP 2002	Protecting Vulnerable People
DSWP 2003	Health and Wellbeing
DSWP 2004	Health and Wellbeing Lab
DSWP 2005	The Helping Relationship 2: Interpersonal Skills
DSWP 2006	Inclusion and Community Development
DSWP 1010	Valued Social Roles
PLAC 2029	Field Placement 2

#### SEMESTER FOUR

DSWP 2007	Supporting Families
DSWP 2008	Advocacy
DSWP 2009	Advanced Discussion: Comprehensive
DSWP 2010	DSW Career Preparation
PLAC 2030	Field Placement 3

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

program and career goals with a program coordinator prior to admissions.

- (c) **CPR and First Aid:** Prior to field placements, students must have valid certification in Standard First Aid and Level “C” CPR.
- (d) **Criminal Record Check:** In order to participate in placements, students will be required to submit a criminal record check from their local police service, including Vulnerable Sector check. If you have been convicted of an offence under the Criminal Code for which you have not been pardoned, you may be ineligible for field placement.
- (e) **Advanced Standing** – Applicants with prior learning or related work experience may be eligible for credit recognition through Prior Learning Assessment or transfer of credit from another college or university. See page 153 for details.

### OPPORTUNITIES FOR FURTHER STUDY

Graduates of the Developmental Services Worker program are eligible for direct entry to the following programs at Loyalist:

- Early Childhood Education, Accelerated Stream
- Social Service Worker, Accelerated Stream

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

**Algoma University College**

**Athabasca University**

**Davenport University**

**Griffith University**

**Laurentian University**

**University of Ontario Institute of Technology**

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## Developmental Services Worker Apprenticeship via Distance

**COORDINATOR:** Cora-Lee Lane **EMAIL:** [clane@loyalistc.on.ca](mailto:clane@loyalistc.on.ca)

### SEPTEMBER, JANUARY OR MAY ENTRY

Apprenticeship Certificate (DSWM)

### **DSWM** APPRENTICESHIP CERTIFICATE

The Apprenticeship program is for people interested in completing the DSW Apprenticeship Certificate while continuing to work. As a registered apprentice with the Ministry of Training, Colleges and Universities, you and your employer must enter into a contract which represents your employer’s willingness to support you through this certificate. There is no on-campus requirement for the Apprenticeship Certificate. Advanced standing and exemptions are available until the Ministry creates provincial exemption exams.

In addition to the DSW Apprenticeship Certificate, if the apprentice completes two required distance courses and provides proof of CPR–Level “C” and Standard First Aid, the apprentice will be eligible to receive the Loyalist DSW Ontario College Diploma. For more information regarding the Apprenticeship Certificate, visit: [www.loyalistfocus.com](http://www.loyalistfocus.com)

### ADMISSION REQUIREMENTS

Anyone 16 years of age or over who has acquired a Grade 12 or equivalent level of education can apply. Anyone who does not have a Grade 12 diploma may obtain this qualification through night school or correspondence courses. Information concerning qualification requirements leading to certification can be obtained by contacting Employment Ontario at 1-800-387-5656

### APPROXIMATE COST AND REGISTRATION

Information regarding registration, courses and fees for DSWM is available at [www.loyalistfocus.com](http://www.loyalistfocus.com)

# Early Childhood Education

COORDINATOR: Linda Whiteford EMAIL: lwhiteford@loyalistc.on.ca

## SEPTEMBER ENTRY

Regular or Accelerated Program

## PROGRAM LENGTH

Two-Year Ontario College Diploma

## HIGHLIGHTS

- Learn evidence based practices in early childhood education in an on-campus lab school.
- Opportunity to develop authentic relationships with children during three placement experiences.
- Design and implement curriculum to meet diverse learning needs of children.
- One-on-one faculty student mentoring relationships help students develop reflective practitioner skills.
- The Loyalist ECE program consistently ranks high in student and graduate satisfaction.

## CAREER OPPORTUNITIES

Graduates work as Early Childhood Educators in settings that include full day early learning kindergarten programs, child care centres, nursery schools, private home child care, live in/out nanny, resource centres, cruise ships and resorts.

## PROGRAM DESCRIPTION

This two-year program prepares graduates to work with children individually and in groups in a variety of early childhood education settings. The program emphasizes inclusive practices, partnerships with families, multiple intelligences, and evidence-based practices based on current research. Ongoing personal and professional growth is encouraged to meet revised national Occupational Standards.

The first year of study concentrates on all aspects of development in children from conception to 30 months of age. Students will develop appropriate experiences for children's learning at different stages. Second-year studies focus on preschool and school-aged children. Students devote an equal amount of time to theory and practice. They transfer theory to practice during practicum experiences. During three practica, students may gain experience in child care centres, kindergartens, and school-age programs in the community. All students have the opportunity to observe best practices in an on-campus lab school run by early childhood educators.

## ECEA ACCELERATED PROGRAM

A formal Accelerated Program is available to entrants who have already completed a related Loyalist diploma in CYW, DSW or SSW. Prospective entrants with degrees and unrelated diplomas will be required to complete a Prior Learning Assessment portfolio in application for course exemptions/advanced standing consideration.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Tuition (Accelerated): \$4,599

Consumables Fee: \$130

Books, Practicum Clothing, and Supplies: \$1,600

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

- Required academic preparation –**
  - OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent

OR

  - mature applicant – see page 152
- Health:** A completed Health Centre form including medical history, immunization record, and Tuberculosis (2 step TB) test is required as part of the registration process. The form is provided in the registration package and must be submitted in order to complete course work in the lab school and for practicum.
- Criminal Record Check:** In order to participate in practica/field placements, students are required to produce a clean criminal record check, including the screening for vulnerable populations, by their local police service. If you have been convicted of an offence under the Criminal Code for which you have not been pardoned, you may be ineligible for field/clinical placements.
- CPR, First Aid and Anaphylaxis:** Prior to entering Year Two, ECE students are required to produce evidence that they have successfully completed Standard First Aid and Level "C" CPR Certification approved by the Ontario Heart and Stroke Foundation and a certificate in Dealing with Anaphylaxis.

## OPPORTUNITIES FOR FURTHER STUDY

Expand your opportunities with a double diploma or an applied degree. Graduates of the Early Childhood Education program are eligible for direct entry to the following programs at Loyalist:

- Developmental Services Worker, Accelerated Stream
- Social Service Worker, Accelerated Stream
- Child and Youth Worker, Year Two

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
Athabasca University  
Carleton University  
Davenport University  
Griffith University  
Laurentian University  
Nipissing University  
Ryerson University  
Seneca College  
University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## EARLY CHILDHOOD EDUCATION CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

CADW 1000 Personal Development  
CADW 1004 Introduction to Child Development  
CADW 1005 Creative Play  
COMM1004 Communications 1  
ECEP 1006 Introduction To ECE  
ECEP 1007 Observing Early Development

#### SEMESTER TWO

CADW 1006 Infant Toddler Development  
COMM1037 Interpersonal Communications  
ECEP 1008 Infant Toddler Learning Environment  
ECEP 1009 Responsive Relationships Part 1  
HLTH 1003 Health, Safety and Nutrition  
PRAC 1002 Practicum Seminar 1  
PRAC 1018 Practicum 1

### SECOND YEAR

#### SEMESTER THREE

CADW 2001 Preschool Development  
COMM2012 Communication for the Workplace  
ECEP 2002 Preschool Learning Environment  
ECEP 2003 Responsive Relationships Part 2  
ECEP 2004 Child, Family and Community  
PRAC 1003 Practicum Seminar 2  
PRAC 2039 Practicum 2

#### SEMESTER FOUR

CADW 2002 Children with Exceptionalities  
CADW 2003 School Age Development  
ECEP 2005 School Age Learning Environments  
ECEP 2006 Management and Advocacy  
ECEP 2007 Evidence Based Practices  
PRAC 2040 Practicum 3

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Early Childhood Education Distance and Apprenticeship

COORDINATOR: Cora-Lee Lane EMAIL: [clane@loyalistc.on.ca](mailto:clane@loyalistc.on.ca)

## SEPTEMBER, JANUARY OR MAY ENTRY

Distance Education Diploma (ECED)

Apprenticeship Certificate (ECEM)

### ECED DISTANCE EDUCATION DIPLOMA

Loyalist offers the entire Early Childhood Education program through Distance Education. Students are able to earn income anywhere in the country while they work toward their diploma at a pace that meets their personal and individual needs. Students can stop and start their studies to accommodate their life circumstances without losing credits. Some students may be required to complete a practicum at Loyalist's Centre for Early Childhood Education. Distance Education students who take a minimum number of courses may qualify for financial assistance through OSAP (Ontario Student Assistance Program).

### ADMISSION REQUIREMENTS – ECED

- OSSD or equivalent OR Mature Applicant (see page 152)
- Standard First Aid and Basic CPR (level C) prior to practicum
- Criminal Record Check required prior to practicum
- Certificate in Dealing with Anaphylaxis required prior to practicum

### ECEM CHILD DEVELOPMENT APPRENTICESHIP CERTIFICATE

The Apprenticeship program is for people interested in completing the Child Development Practitioner Apprenticeship Certificate (formerly ECE Apprenticeship) while continuing to work. As a registered Apprentice with the Ministry of Training, Colleges and Universities, you and your employer must enter into a contract which represents your employer's willingness to support you through this certificate. There is no on-campus requirement for the Apprenticeship Certificate.

In addition to the Child Development Practitioner Apprenticeship Certificate, if the apprentice completes three approved general education courses and provides proof of First Aid/CPR (level C), and a certificate in Dealing with Anaphylaxis, the apprentice will be eligible to receive the Loyalist ECE Diploma. For more information regarding the Apprenticeship Certificate visit: [www.loyalistfocus.com](http://www.loyalistfocus.com)

### ADMISSION REQUIREMENTS

Anyone 16 years of age or over who has acquired a Grade 12 or equivalent level of education can apply. Anyone who does not have a Grade 12 diploma may obtain this qualification through night school or correspondence courses. Information concerning qualification requirements leading to certification can be obtained by contacting the Ministry of Training, Colleges and Universities, (416) 326-5800, or a regional office: Belleville (613) 968-5558; Kingston (613) 545-4338; Pickering (905) 837-7721; or Peterborough (705) 745-1918.

### APPROXIMATE COST AND REGISTRATION

Information regarding registration and fees for ECED and ECEM is available at [loyalistfocus.com](http://loyalistfocus.com)



# Social Service Worker

CONTACT: Mark Gallupe EMAIL: mgallupe@loyalistc.on.ca

## SEPTEMBER ENTRY

Regular or Accelerated Program

## PROGRAM LENGTH

Two-Year Ontario College Diploma

10 month Accelerated Stream – September to June (3 semesters)

## HIGHLIGHTS

- Develop relevant knowledge and skills for a rewarding and challenging career in the field of social services.
- Learn with dedicated, caring faculty with front-line experience in a variety of human service settings.
- Gain practical, on-the-job experience before you graduate.
- Tailor your placement experiences to meet your individual interests and career goals.
- Applicants with a related diploma or degree may be eligible to complete the accelerated program in only three semesters.

## CAREER OPPORTUNITIES

People rely on social services to help them through times of transition. Social service workers help individuals and families deal with broad and complex issues such as divorce, marriage, adoption, learning disabilities, abuse, illness and loss. Graduates are prepared with the specialized skills, knowledge and attitudes to work with adults, seniors, children, families, and youth. Job opportunities include: case workers; social service positions with municipal, provincial and federal governments; and counsellors or front-line workers in group homes, employment offices, community agencies, business and industry.

Social Service Worker is a registered professional title which may only be used by members in good standing of the Ontario College of Social Workers and Social Service Workers. This is a directive from The Social Work and Social Service Worker Act. In order to use this professional title, graduates are required by law to join the College of Social Workers and Social Service Workers. See [ocswssw.org](http://ocswssw.org).

In order to be successful in the Social Service Worker program (SSW), students must be prepared for full-time studies and placement. The SSW program has a heavy workload.

The Social Service Worker program is physically and emotionally demanding. The field of social service work requires proficiency in time management and stress management. These skills are essential in both the program and field of study.

## PROGRAM DESCRIPTION

Individuals of diverse backgrounds and wide-ranging interests can customize this program to meet their individual learning needs and career goals. Students develop essential skills in human relations, interpersonal communication, interviewing, counselling needs assessment and critical thinking. Dedicated faculty members create a positive learning environment that makes the most of classroom time and inspires the best in students.

Throughout the program, the curriculum incorporates theoretical and practice courses including extensive group work experiences. Students gain on-the-job experience in both years, culminating in a three-day-per-week field placement in the second year, offering the opportunity to pursue specific career options. This community-based aspect of the program exposes students to an extensive network of graduates and community-based agencies, promoting a smooth transition to employment.

## SSWA ACCELERATED PROGRAM STREAM

An Accelerated program is available for those with a related university degree (Psychology, Sociology) and/or a human studies diploma (Developmental Services Worker, Early Childhood Education, General Arts and Science with a social services focus, or a Justice Studies program), with 70% average or higher. Program requirements can be completed in a 10-month, three-semester flow, with a mix of first- and second-year courses in the first two semesters (Fall and Winter), and two placement experiences. With faculty guidance, students participate in a 210-hour placement in January, and a 252-hour block placement in May/June.

## SSWD ADULT LEARNER STREAM

This flexible program is also available through in-class evening delivery in the Adult Learner Stream. Some courses are also available online. For information please contact Katherine Bebee, Continuing Education, (613) 969-1913, ext. 2281.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Tuition (Accelerated): \$4,599

Consumables Fee: \$75

Books and Supplies: \$1,040

Some field placements may require transportation, a valid driver's licence, and/or access to a motor vehicle.

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

### (a) Required academic preparation:

- OSSD/OSSGD or equivalent with courses at the applied, academic (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152
- strong computer and communication skills (written and oral) are critical

- (b) **Health:** A confidential personal health history is required as part of the registration process and to participate in field placements. All applicants must be aware of the basic health requirements for employment and for field placement, as

described in the application literature. Prospective students with special needs or limitations that may affect their practicum/field placement or potential employment opportunities are encouraged to discuss their program and career goals with faculty prior to admission.

- (c) **CPR and First Aid:** Prior to the end of Semester One, students are required to produce evidence that they have successfully completed Standard First Aid certification and Basic Level “C” CPR certification. Applicants should keep a record for their file.
- (d) **Criminal Record Check:** In order to participate in placements, students will be required to submit a criminal record check from their local police service, including Vulnerable Sector check.
- (e) **Advanced Standing:** Applicants with related prior learning and field experience may be eligible for credit recognition through Prior Learning Assessment and Recognition. The program accepts transfer of credit from another college or university provided it is an equivalent course and is a 70% average or higher. For further information: [mgallupe@loyalistic.on.ca](mailto:mgallupe@loyalistic.on.ca)

## OPPORTUNITIES FOR FURTHER STUDY

Graduates of the Social Service Worker program are eligible for direct entry to the following programs at Loyalist:

- Developmental Services Worker, Accelerated Stream
- Early Childhood Education, Accelerated Stream
- Child and Youth Worker, Year Two

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

**Algoma University College**  
**Athabasca University**  
**Davenport University**  
**Griffith University**  
**Lakehead University**  
**Laurentian University**  
**University of Ontario Institute of Technology**

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## SOCIAL SERVICE WORKER

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

PSYC 1004	Introduction to Psychology
SOCI 1007	Introduction to Sociology
SSWP 1000	Personal Development
SSWP 1001	Principles of Adult Learning
SSWP 1002	Delivering Human Services
SSWP 1003	Communication Skills for Social Service Workers
SSWP 1004	Social Welfare Legislation 1

##### SEMESTER TWO

PSYC 1005	Psychology of Mental Illness
PSYC 1006	Health Psychology
SOCI 1008	Social Problems
SSWP 1005	Social Welfare Legislation 2
SSWP 1006	Interviewing and Counselling 1
SSWP 1007	Interpersonal Communication and Diversity
PLAC 1002	Professional Development for Field Placement

NOTE: Passing grade in all courses is 60%.

#### SECOND YEAR

##### SEMESTER THREE

SOCI 2005	Working With Families
SSWP 2001	Interviewing and Counselling 2
SSWP 2002	Ethics and Career Preparation for Social Service Work
SSWP 2009	Community Development and Group Process
PRAC 2029	Field Practicum 1

##### SEMESTER FOUR

COUN 2011	Portfolio Development
SSWP 2003	Program Design
SSWP 2005	Interviewing and Counselling 3
SSWP 2006	Case Management in Social Services
PRAC 2030	Field Practicum 2

NOTE: Second Year Field Practica take place three days per week over 14 weeks in each semester.

#### ACCELERATED PROGRAM STREAM

The curriculum takes place across three semesters.

##### SEMESTER ONE: FALL

SOCI 2005	Working with Families
SSWP 1001	Principles of Adult Learning
SSWP 1002	Delivering Human Services
SSWP 1004	Social Welfare Legislation 1
SSWP 1006	Interviewing and Counselling 1 (Accelerated only)
SSWP 2002	Ethics and Career Preparation for Social Service Workers
SSWP 2009	Community Development and Group Process
PLAC 1001	Accelerated Placement Preparation Seminar

##### SEMESTER TWO: WINTER

COUN 2011	Portfolio Development
SSWP 1005	Social Welfare Legislation 2
SSWP 2001	Interviewing and Counselling 2 (Accelerated only)
SSWP 2003	Program Design
SSWP 2005	Interviewing and Counselling 3 (Accelerated only)
SSWP 2006	Case Management in Social Services
PRAC 2032	Special Practicum A (Accelerated only)

##### SEMESTER THREE: SPRING

PRAC 2033	Special Practicum B (Accelerated only)
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For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# International Support Worker

POST-GRADUATE PROGRAM

CONTACT: Gary Warren EMAIL: gwarren@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Post-Graduate Certificate

## HIGHLIGHTS

- Acquire the skills to become involved in relief and development projects in other countries.
- Develop capabilities in supporting and empowering people.
- Enhance any career by gaining essential international and multicultural experience.
- Gain knowledge of a wide range of development strategies.
- Experience safe international travel as part of a placement experience.
- Become comfortable working in multicultural contexts.

## CAREER OPPORTUNITIES

Graduates are prepared to work in a broad range of international development environments. Opportunities include:

- Supporting and advocating for refugees and immigrants.
- Participating in disaster relief and assistance efforts.
- Working to develop communities in Canada and elsewhere.
- Creating and supporting business and commerce concerned with fair trade and sustainable development.
- Supporting others to protect and repair the environment.
- Creating and supporting education and literacy programs.

## PROGRAM DESCRIPTION

In the first semester, students study conversational Spanish and explore international development strategies through classroom discussion and small group simulation activities. Content focuses on global concerns related to literacy development, poverty reduction, public health, employment creation, sustainable environmental options, public awareness and education, and conflict resolution. Following an introduction to safe travel, semester two includes a four-week international placement experience. Upon their return to the College, students engage in course work that involves reflection upon their international experience and preparation for a final four-week internship.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Program Ancillary Fee: \$3,500 (field trip)

Books and Supplies: \$400

## ADMISSION REQUIREMENTS

(a) Required academic preparation –

**College Diploma or University Degree** – Applicants must have completed either a college diploma or a university degree.

**Loyalist Graduates** – Students enrolled in many Loyalist College programs may be able to reserve a place in the program providing they maintain a successful standing in their College program. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

**Advanced Standing** – Applicants with prior learning or related work experience may be eligible for credit recognition through Prior Learning Assessment or transfer of credit from another college or university. See page 153 for details.

- (b) **Health:** A formal confidential personal health history is required as part of the registration process, and to participate in practica/field placements. All applicants must be aware of the basic health requirements for employment and for field placement. Prospective students with special needs or limitations that may affect their field placement or potential employment opportunities are encouraged to discuss their program and career goals with a program coordinator prior to admissions.
- (c) **CPR and First Aid:** Prior to field placements, students must have valid certification in Standard First Aid and Level “C” CPR.
- (d) **Criminal Record Check:** In order to participate in placements, students will be required to submit a criminal record check from their local police service, including Vulnerable Sector check.
- (e) **Canadian Passport** – Students must provide evidence of a valid Canadian Passport. Students from countries other than Canada must receive appropriate visas and documentation for the travel component of the program.

## INTERNATIONAL SUPPORT WORKER

### CURRICULUM

#### SEMESTER ONE

INSW	1000	Introduction to a Continuum of Development Strategies
INSW	1001	Direct Support Strategies A
INSW	1002	Direct Support Strategies B - Simulations
INSW	1003	System Change Strategies
LANG	1001	Conversational Spanish

#### SEMESTER TWO

INSW	1004	Proposal Writing and Fund Raising
INSW	1005	Experiential Learning - Exploring International Development Strategies
INSW	1006	Create and Implement a Personal Action Plan
INTN	1005	Internship or Project Implementation
TRVL	1009	Safe Travel

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



International students share stories from home

# Centre for Justice Studies

Community and Justice Services Worker  
Customs Border Services  
Paralegal  
Police Foundations  
Protection, Security and Investigation



**Kevin Whaley**  
CUSTOMS BORDER SERVICES 2011  
CANADA BORDER SERVICES AGENCY (CBSA) IN OTTAWA

"Loyalist's Customs Border Services program encouraged my passion for international trade and global interests. Last November I was in Ottawa participating in a pilot project with the CBSA. It was exciting to see how the things we were learning in the classroom would be applied in the workplace. It feels wonderful to be employed within my field, in an environment that encompasses all aspects of the industry."

# Community and Justice Services Worker

**COORDINATORS:** YEAR ONE: Melanie Rabishaw EMAIL: [mrabishaw@loyalistc.on.ca](mailto:mrabishaw@loyalistc.on.ca)  
YEAR TWO: Phil Howlett EMAIL: [phowlett@loyalistc.on.ca](mailto:phowlett@loyalistc.on.ca)

## SEPTEMBER AND JANUARY ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Help build safer communities by working with people at risk.
- There is a strong demand for graduates of this program to work in a variety of settings.
- A common first-year curriculum prepares students to specialize in a majority of Justice Studies programs in their second year.
- Two four-week field placements offer a competitive job edge to Loyalist graduates.
- Attractive entry-level salaries average approximately \$35,000 – \$60,000 per year.

### CAREER OPPORTUNITIES

The Community and Justice Services program will prepare students for careers working with youth and/or adults at risk in both the community and inside residential and/or custodial facilities.

Graduates work in a vast range of settings including: youth custody facilities, child welfare homes, federal and provincial correctional facilities, attendance centres, community justice agencies, victim support agencies, and a variety of residential facilities for people at risk. Students entering this program should have a strong desire to make our communities safer. There is such a high need for community and justice services professionals that many students receive job offers before they graduate. Those who are hired on by the provincial or federal correctional system will receive additional training upon employment. Graduates hired and trained by Correctional Services Canada can earn approximately \$60,000 per year.

### PROGRAM DESCRIPTION

This popular program has been recently updated to reflect changes in society. The dedicated faculty will guide students through practical, hands-on activities that include scenario-based role playing, case studies, and tours of existing facilities. The program familiarizes students with best practices to ensure personal safety, protection of the public, and the safety of staff, clients and the community. The first year is common to most of Loyalist's programs in Justice Studies, allowing the flexibility to transfer to a program in Customs Border Services, Investigation and Protection Studies, or Police Foundations.

Community and Justice Services has a three-fold focus: prevention, intervention and reintegration. Prevention involves studies in behaviour management, conflict resolution, applied

psychology, criminology, and addictions. Intervention skills include interviewing and counselling, case management, program development, and suicide intervention. Reintegration emphasizes guiding clients back into the community, and may involve anything from life skills (such as managing a budget, personal hygiene and cooking) to cognitive restructuring, anger management and addictions counselling.

Classroom studies in the second year are enhanced by two four-week field placements in a relevant community or justice agency. Students make an immediate and significant contribution while they define their occupational direction. Effective assessment and communication skills are emphasized throughout the program, making Loyalist graduates attractive to employers. Students enjoy another employment edge with alternative dispute resolution training, and certificates in Non-Violent Crisis Intervention and Suicide Intervention.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$1,240

Relocation and travel may be required for the field placement experiences – additional costs may be incurred

### ADMISSION REQUIREMENTS

- (a) **Required academic preparation –**
- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M), or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

#### Recommended academic preparation –

- Grade 12 mathematics
  - computer proficiency in word processing, file management, email and Internet browsing
- (b) **Transfer to Another Justice Studies Program:** Students who, at the end of Year One, wish to be considered for admission to another Justice Studies program including Police Foundations, Investigation and Protection Studies, or Customs Border Services are encouraged to discuss this with their program coordinator.
- (c) **Transfer of Credit:** Applicants with prior education equivalent to Year One (from university and/or college) normally will be admitted directly to Year Two. Applicants seeking advanced standing must review their qualifications with the program coordinator.

- (d) **Criminal Record Check:** All students must undergo a criminal record check and/or vulnerable sector screening in order to qualify for the practicum component of the program. Please check with the program coordinator for details.
- (e) **Health:** A personal health history form must be completed prior to registration. Applicants with special needs or limitations which may affect their potential employment are encouraged to discuss their program and career goals with the coordinator prior to enrollment. An up-to-date immunization record must be provided.
- (f) **CPR and First Aid:** Prior to Year Two, students are required to show proof of current CPR certification – Basic Cardiac Life Support (BCLS), Level C, as well as a Standard First Aid Certificate.
- (g) **Volunteer and Work Experience:** These types of experiences are viewed positively when being considered for Year Two and by police services.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

- Algoma University College
- Athabasca University
- Davenport University
- Griffith University
- Laurentian University
- Nipissing University
- Royal Roads University
- University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



### Christopher Francis

COMMUNITY AND JUSTICE SERVICES WORKER 2009  
CHILD AND YOUTH WORKER, KENNEDY HOUSE YOUTH SERVICES DETENTION CENTRE

**“Being a role model is an amazing feeling.**

The youth in our facility face many challenges and it’s my responsibility to help them stay focused at school and provide a recreational outlet. I run a clinical program in the evenings that addresses topics such as making decisions, substance abuse and anger management. The biggest rush is when I know I’ve made a positive difference in someone’s day. I wouldn’t trade it for the world.”

## COMMUNITY AND JUSTICE SERVICES WORKER CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

COMM1038	Communicating for Results 1
FITN 1000	Lifestyle Management and Fitness 1
LASA 1000	Principles of Ethical Reasoning
LAWS 1008	Canadian Criminal Justice System
SOCI 1003	Sociology & Canadian Society
SOCI 1004	Community & Social Services

#### SEMESTER TWO

COMM1039	Communicating for Results 2
COUN 1003	Interpersonal & Group Dynamics
COUN 1010	Student Success 2 (Optional)
FITN 1001	Lifestyle Management and Fitness 2
LASA 1003	Diversity and First Nations People
LAWS 1003	Criminal and Civil Law
PSYC 1003	Psychology
SOCI 1016	Sociology of Crime & Deviance

### SECOND YEAR

#### SEMESTER THREE

CORR 2002	Introduction to Counselling
CSJW 2000	Penology
CSJW 2001	Special Populations
LAWS 2002	Youth in Conflict
PSYC 2010	Applied Psychology
PRAC 2003	Placement Preparation
PRAC 2004	Community Justice Service Worker - Practicum 1

#### SEMESTER FOUR

COUN 2002	Career Preparation
CORR 2003	Safe and Secure Environments
CORR 2008	Principles of Case Management
CORR 2009	Programming for Intervention and Reintegration
PSYC 2009	Conflict Resolution
PRAC 2005	Community Justice Service Worker - Practicum 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Customs Border Services

(formerly Customs and Immigration)

**COORDINATORS:** YEAR ONE: Melanie Rabishaw **EMAIL:** mrabishaw@loyalistc.on.ca

YEAR TWO: Kathryn deGast-Kennedy **EMAIL:** kdegastkennedy@loyalistc.on.ca

## SEPTEMBER AND JANUARY ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Canadian border security is emerging as a defining issue in public safety and global business.
- Jobs are plentiful and lucrative, especially for those who are willing to relocate.
- Opportunity to graduate with a certificate in Non-Violent Crisis Intervention.
- Two work placements provide eight weeks of on-the-job experience.

### CAREER OPPORTUNITIES

Graduates are prepared for entry-level positions with customs brokerages dealing with importing and exporting goods, private businesses, and freight forwarders that ship goods throughout the world. Graduates are also qualified to apply for positions as officers with Canada Border Services Agency, overseeing customs and immigration at airports and other border points.

Depending on the position, starting salaries can range from \$30,000 to \$32,000 in the private sector, and entry-level government salaries beginning in the mid-\$60,000s.

### PROGRAM DESCRIPTION

The events of 9/11 have had a profound effect on Canada's customs and immigration system, and the field has changed dramatically. The first year of this program provides students with a sound knowledge of the justice system and insight into Canada's current social and political structures, as well as human behaviour. The curriculum is common to Loyalist's programs in Justice Studies, allowing the flexibility to transfer credits toward a diploma in Community and Justice Services, Investigation and Protection Studies, or Police Foundations.

The second year focuses on legal issues, practices and procedures directly related to the import/export field. Students develop an insight into the essential skills that are required in the border services field. Included in these skills are those related to listening, observing, critical thinking, conflict management and decision making. With a strong focus on written and verbal communications in all four semesters of the program, Loyalist graduates are highly regarded by employers.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$600

Relocation and travel may be required to participate in field placement work experience – additional costs may be incurred

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M), or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

#### Recommended academic preparation –

- mathematics and geography

- (b) **Transfer to Another Justice Studies Program:** Students who, at the end of Year One, wish to be considered for admission to another Justice Studies program including Police Foundations, Community and Justice Services, or Investigation and Protection Studies, are encouraged to discuss this with their faculty advisor and/or program coordinator.
- (c) **Criminal Record Check:** All students must undergo a criminal record check and/or vulnerable sector screening in order to qualify for the practicum component of the program. Please check with the program coordinator for details.
- (d) **Health:** A personal health history form must be completed prior to registration. Applicants with special needs or limitations which may affect their potential employment are encouraged to discuss their program and career goals with the coordinator prior to enrollment.
- (e) **Transfer of Credit:** Applicants with prior education equivalent to Year One (from university and/or college) normally will be admitted directly to Year Two. Applicants seeking advanced standing are encouraged to review their qualifications with the program coordinator.



## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College  
Athabasca University  
Davenport University  
Griffith University  
Laurentian University  
Nipissing University  
University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



## CUSTOMS BORDER SERVICES

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

COMM1038	Communicating for Results 1
FITN 1000	Lifestyle Management and Fitness 1
LASA 1000	Principles of Ethical Reasoning
LAWS 1008	Canadian Criminal Justice System
SOCI 1003	Sociology and Canadian Society
SOCI 1004	Community and Social Services

##### SEMESTER TWO

COMM1039	Communicating for Results 2
COUN 1003	Interpersonal and Group Dynamics
FITN 1001	Lifestyle Management and Fitness 2
LASA 1003	Diversity and First Nations People
LAWS 1003	Criminal and Civil Law
PSYC 1003	Psychology
SOCI 1016	Sociology of Crime and Deviance

#### SECOND YEAR

##### SEMESTER THREE

CUSB 2000	Essential Communications for Border Services
CUST 2000	Customs and Immigration - Statutes and Regulations
CUST 2002	Customs Administration
CUST 2003	Brokerage and Logistics 1
PRAC 2003	Placement Preparation
PRAC 2007	Practicum 1
PSYC 2000	Conflict Management

##### SEMESTER FOUR

COMP 2002	Customs Computer Applications
COUN 2003	Customs-Career Preparation
CUSB 2001	Communication for Enforcement
CUST 2004	Customs Administration 2
CUST 2006	Brokerage and Logistics 2
CUST 2007	Vehicle Search
PRAC 2035	Customs and Immigration Practicum 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Paralegal

COORDINATOR: Jane Bailey EMAIL: [jbailey@loyalistc.on.ca](mailto:jbailey@loyalistc.on.ca)

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma  
Accredited by Law Society of Upper Canada (L.S.U.C.)

### HIGHLIGHTS

- Field placement courses provide a total of eight weeks legal service work experience.
- Small classes with our dedicated, experienced faculty mean more personal attention.
- A junior paralegal working in government earns a starting salary of \$41,000 to \$45,000.

### CAREER OPPORTUNITIES

Working as a paralegal is a stimulating career for people who enjoy the challenge of helping a client resolve a legal question. There are a range of career choices. With a P-1 license from the Law Society of Upper Canada, a paralegal can work as a fee-for-service advocate to represent clients in Provincial Offences (Traffic) Court, Small Claims Court or before administrative tribunals such as the Ontario Landlord Tenant Board. Alternatively, paralegals may work as part of a legal team supporting lawyers who deal with more complex issues and cases. Paralegals working under the supervision of a lawyer are not required to be licensed by the Law Society unless the paralegal's work includes appearing as a client representative in court or at an administrative tribunal. Another career choice for paralegals is to provide in-house client services working within government ministries, administrative agencies, private corporations, trade unions and professional associations.

Program graduates are employed as provincial offence prosecutors, paralegals in federal and provincial government legal services departments, legal assistants in law offices and community legal clinics, courts administration support staff and as independent, P-1 licensed, legal service providers.

## PROGRAM DESCRIPTION

Courses train students in the legal procedures and substantive law applicable to the authorized areas of practice for Class P1, Law Society of Upper Canada licensed paralegals in Ontario. Emphasis is placed on the requirements of ethical conduct and the professional responsibilities of a P1 licensee. Classroom instruction is enhanced by practical experience obtained in two supervised work placements, the presentation of a moot court trial case in the Ontario Court of Justice. Students should have a good working knowledge of common computer software packages.

NOTE: Graduates of the program qualify to enter the paralegal licensing process to become a Class P1, licensed member of the Law Society of Upper Canada.

For information on the licensing process, go to:  
<http://rc.lsuc.on.ca/jsp/licensingprocessparalegal/index.jsp?language=en>

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$1,200 (two semesters)

Relocation and travel may be required for Year Two placement (practicum) courses – additional costs may be incurred

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

#### Recommended academic preparation –

- Grade 12 mathematics
- computer proficiency in word processing, file management, email and Internet browsing

- (b) **Criminal Record Check:** All students must undergo a criminal record check and/or vulnerable sector screening in order to qualify for the practicum component of the program. Please check with the program coordinator for details.

### LOYALIST/UNIVERSITY TRANSFER:

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Davenport University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## PARALEGAL CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

COMM 1038	Communicating for Results 1
LAWS 1007	Residential Landlord and Tenant Law
PARA 1000	Legal Computer Applications
PARA 1001	Small Claims Court
PARA 1002	Torts and Contracts
PARA 1003	Introduction to the Legal System

#### SEMESTER TWO

PARA 1004	Legal Communication Writing
PARA 1005	Evidence & the Litigation Process
PARA 1006	Intro to Administrative Law
PARA 1008	Criminal Summary and Convictions
PARA 2009	Legal Accounting

### SECONDARY YEAR

#### SEMESTER THREE

PARA 2000	Legal Research and Writing
PARA 2001	Provincial Offences / Motor Vehicle Offences
PARA 2009	Employment Law
PARA 2010	Tribunal Practice and Procedure
SOCI 2000	Sociology of Deviance
PRAC 2024	Paralegal Practicum

#### SEMESTER FOUR

PARA 2006	Advocacy
PARA 2007	Paralegal Career Preparation
PARA 2008	Ethics – Professional Responsibility
PARA 2011	Practice Management – Operating a Small Business
PARA 2012	Alternative Dispute Resolution
PRAC 2025	Paralegal Practicum 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



**Wayne Cowan**  
ACCOUNTING 1973  
PARALEGAL 2010

Wayne Cowan enrolled at Loyalist twice — 37 years apart. “When I graduated the first time I said to my instructors that I may come back.”

When Wayne graduated the second time — from the Paralegal program in 2010 — he was on the Dean’s List and received the Law and Security Administration Faculty Award, an award given for superior attitude, academics and aptitude — two things that make him proud to this day. “All of my instructors were friendly. They all had practical experience in the fields in which they were teaching. They weren’t just academics. That’s what made the whole experience so relevant for me.”

# Police Foundations

**COORDINATORS:** YEAR ONE: Melanie Rabishaw **EMAIL:** mrabishaw@loyalistc.on.ca  
YEAR TWO: Cecelia Reilly **EMAIL:** creilly@loyalistc.on.ca

## SEPTEMBER AND JANUARY ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Loyalist prepares students to meet the most rigorous standards used in the hiring process.
- Our faculty has 71 years of combined experience at all levels of policing – municipal, provincial and federal.
- Students gain 320 hours of field or field-related experience in two separate practicums.
- Applicants have the option to transfer to any justice program in their second year.
- After four years, a police officer can earn \$67,000 to \$82,000 as a First Class Constable.

### CAREER OPPORTUNITIES

Graduates are eligible to apply for entry-level positions with municipal and regional police services, Ontario Provincial Police (OPP), Military Police, RCMP and related law enforcement agencies.

Before police recruits can be hired in Ontario, applicants must undergo provincial aptitude testing. Components include physical fitness, visual acuity, psychological and written examinations, as well as a police background check. The Loyalist Police Foundations program specifically prepares graduates for both Physical Readiness Evaluation for Police (PREP) testing and the Ontario Association of Chiefs of Police (OACP) Certificate required by most police services. Recruits attend post-hire training at the Ontario Police College.

### PROGRAM DESCRIPTION

Policing is an intellectually and physically challenging profession. Police officers work with the community to achieve public safety through crime prevention, law enforcement and public education. Candidates should demonstrate community involvement and a commitment to working with people of all backgrounds and cultures.

During a common first year, students focus on the justice system and insight into human behaviour. They also develop essential career skills in ethical decision-making, computers and communications. Second year studies specialize in interpreting and applying the law. Students develop confidence through academic studies, hands-on techniques and two field placements. Personal safety and respect for victims are emphasized throughout. The program teaches to the most rigorous physical fitness standard used in any hiring process, preparing Loyalist graduates to place among the top tier of applicants in this competitive field.

After Year One, students who wish to transfer to another Justice Studies program can apply directly to Year Two of Community and Justice Services Worker, Investigation and Protection Studies, Customs Border Services, or Paralegal.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$1,240

Relocation and travel may be required for work placement (practicum) experience – additional costs may be incurred

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

#### Recommended academic preparation –

- Grade 12 mathematics
- computer proficiency in word processing, file management, email and Internet browsing

#### (b) Academic – Year Two

To be admitted to Year Two, applicants must successfully complete all first year (or equivalent) courses and meet the following criteria:

- Meet published requirements of a Loyalist Police Foundations physical fitness test

Additionally, the following criteria are assessed and the implications of this information, with reference to meeting the specific hiring criteria identified in the Ontario Police Services Act and the Constable Selection System are discussed with the student:

- Meet professional vision acuity standards
- No degree of colour vision deficiencies
- Have a valid driver's licence, present a driver's abstract confirming a good driving history
- Have no criminal record
- Meet a minimum score on a Police Aptitude test
- Hold valid CPR (level C) and First Aid certificates

- (c) **Transfer to Another Justice Studies Program:** Students who, at the end of Year One, wish to be considered for admission to another Justice Studies program including Community and Justice Services Worker, Corporate and Commercial Security, or Customs and Immigration, are encouraged to discuss this with their program coordinator.

- (d) **Transfer of Credit:** Applicants with prior education equivalent to Year One (from university and/or college) normally will be admitted directly to Year Two. Applicants seeking advanced standing must review their qualifications with the program coordinator.
- (e) **Criminal Record Check:** All students must undergo a criminal record check and/or vulnerable sector screening in order to qualify for the practicum component of the program. Please check with the program coordinator for details.
- (f) **Health:** A personal health history form must be completed prior to registration. Applicants with special needs or limitations which may affect their potential employment are encouraged to discuss their program and career goals with the coordinator prior to enrollment.
- (g) **CPR and First Aid:** Prior to Year Two, students are required to show proof of current CPR certification – Basic Cardiac Life Support (BCLS), Level C, as well as a Standard First Aid Certificate.
- (h) **Volunteer and Work Experience:** These types of experiences are viewed positively when being considered for Year Two and by police services.

**LOYALIST/UNIVERSITY TRANSFER:**

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

- Algoma University College
- Athabasca University
- Davenport University
- Griffith University
- Laurentian University
- Nipissing University
- Royal Roads University
- University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**POLICE FOUNDATIONS**  
CURRICULUM

**FIRST YEAR**

SEMESTER ONE

- COMM1038 Communicating for Results 1
- FITN 1000 Lifestyle Management and Fitness 1
- LASA 1000 Principles of Ethical Reasoning
- LAWS 1008 Canadian Criminal Justice System
- SOCI 1003 Sociology and Canadian Society
- SOCI 1004 Community and Social Services

SEMESTER TWO

- COMM1039 Communicating for Results 2
- COUN 1003 Interpersonal and Group Dynamics
- FITN 1001 Lifestyle Management and Fitness 2
- LASA 1003 Diversity and First Nations People
- LAWS 1003 Criminal and Civil Law
- PSYC 1003 Psychology
- SOCI 1016 Sociology of Crime and Deviance
- COUN 1010 Student Success (Optional)

**SECOND YEAR**

SEMESTER THREE

- PFND 2000 Report Writing for Law Enforcement
- FITN 2000 Lifestyle Management and Fitness 3
- LAWS 2002 Youth in Conflict with the Law
- POLI 2000 Police Powers 1
- POLI 2002 Motor Vehicle Law
- POLI 2008 Criminal Investigation and Evidence
- POLI 2009 Community Policing
- LAWS 2007 From Traffic to Tenancies; Ontario Provincial Offences
- PRAC 2027 Law Enforcement Practicum 1

SEMESTER FOUR

- COUN 1004 First Nations Peoples
- COUN 2009 Police Recruitment Preparation
- FITN 2001 Lifestyle Management and Fitness 4
- LAWS 2006 Weapons, Drugs, and Other Crimes
- POLI 2004 Police Powers 2
- PSYC 2000 Conflict Management
- PSYC 2001 Applied Psychology
- PRAC 2028 Law Enforcement Practicum 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

**Ellen McCracken**

POLICE FOUNDATIONS 2007  
POLICE CONSTABLE, DURHAM REGIONAL POLICE SERVICE

“Initially the faculty encouraged me to apply to police services out west as well as within Ontario. Although I decided to remain in Ontario, it was a great feeling to have the Edmonton Police speak so highly of the Loyalist grads they had hired in the past and the regard they have for the program.

“The best part of my job is my co-workers. It’s great to work with people who love what they do. It makes it a positive, motivated work environment – everyone wants to be here.”

# Protection, Security and Investigation

(formerly Investigation and Protection Studies)

COORDINATORS: YEAR ONE: Melanie Rabishaw EMAIL: [mrabishaw@loyalistic.on.ca](mailto:mrabishaw@loyalistic.on.ca)

YEAR TWO: Kevin Rowcliffe EMAIL: [krowcliffe@loyalistic.on.ca](mailto:krowcliffe@loyalistic.on.ca)

## SEPTEMBER AND JANUARY ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- The rapid growth of the enforcement, inspection, investigation and security fields has created a shortage of qualified personnel, which means less competition, greater opportunities for advancement, and higher salaries.
- There has been an increased demand for safety, enforcement and investigative services as a result of local and global events including 9/11, SARS, and fear of violent crimes.
- Two four-week practicums offer a competitive job edge to Loyalist graduates.
- Our graduates get jobs. Surveys of recent graduates show full employment including attractive starting salaries, particularly for those willing to relocate.
- A common first year curriculum prepares students to specialize in any justice program in their second year.
- Small classes with our dedicated and experienced faculty mean more personal attention.
- Loyalist graduates of this program are highly regarded and sought after by employers.

### CAREER OPPORTUNITIES

This unique program prepares graduates for careers as investigators, enforcement officers, special constables, fraud investigators/analysts, emergency planners, and a variety of other private and public law enforcement opportunities.

Our graduates find careers in government security/investigative functions, private enforcement agencies (public utilities, hospitals, universities, casinos, transit), investigations (retail, fraud, insurance, corporate, undercover), risk analysis, security auditing, by-law enforcement, alcohol and gaming enforcement, armoured security services, and nuclear security.

Graduates are also eligible to apply for careers with police services, RCMP, and military police. Many careers in enforcement and policing require applicants to pass a qualifying examination, which may include physical fitness testing, psychological testing, a written examination, as well as a police background check.

### PROGRAM DESCRIPTION

The common first year of this program provides students with a sound knowledge of the justice system and insight into Canada's current social and political structures, as well as human behaviour. Students develop essential career skills in ethical decision-making, computers and communications.

The first year is common to all of Loyalist's programs in Justice Studies, allowing the flexibility to transfer to a program in Customs Border Services, Community and Justice Services Worker, or Police Foundations.

Greater specialization in the second year focuses on preparing students for a challenging and exciting career in the rapidly expanding safety, security and investigations industry in either the public or private sector. Graduates are equipped to conduct threat risk assessments and to audit an organization's security procedures. They are qualified to design a new security system or recommend changes to existing procedures.

Students will also gain an in-depth understanding of enforcement procedures, risk management and threat risk assessments, tort and contract law, and emergency planning. At the same time, they develop effective investigative techniques, which focus on areas such as interviewing and statement-taking, critical thinking and problem solving, and gathering evidence.

Classroom studies in the second year are enhanced by two four-week practicums. This provides students with real-world employment experience, and the opportunity to make an immediate and significant contribution while defining an occupational direction. Students have the opportunity to graduate into a job.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$10

Books and Supplies: \$1,240

Relocation and travel may be required for work placement (practicum) experience – additional costs may be incurred

### ADMISSION REQUIREMENTS

- Required academic preparation –**
  - OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U) (M) or (O) level, and
  - Grade 12 English (C) level or equivalent

OR

  - mature applicant – see page 152
- Transfer to Another Justice Studies Program:** Students who, at the end of Year One, wish to be considered for admission to another Justice Studies program including Police Foundations, Community and Justice Services, or Customs Border Services, are encouraged to discuss this with their faculty advisor and/or program coordinator.

- (c) **Transfer of Credit:** Applicants with prior education equivalent to Year One (from university and/or college) normally will be admitted directly to Year Two. Applicants seeking advanced standing are encouraged to review their qualifications with the program coordinator.
- (d) **Criminal Record Check:** All students must undergo a criminal record check and/or vulnerable sector screening in order to qualify for the practicum component of the program. Please check with the program coordinator for details.
- (e) **Health:** A personal health history form must be completed prior to registration. Applicants with special needs or limitations which may affect their potential employment are encouraged to discuss their program and career goals with the coordinator prior to enrollment.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

- Algoma University College
- Athabasca University
- Davenport University
- Griffith University
- Laurentian University
- Nipissing University
- University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## PROTECTION, SECURITY AND INVESTIGATION CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

COMM 1038	Communicating for Results 1
FITN 1000	Lifestyle Management and Fitness 1
LASA 1000	Principles of Ethical Reasoning
LAWS 1008	Canadian Criminal Justice System
SOCI 1003	Sociology and Canadian Society
SOCI 1004	Community and Social Services

#### SEMESTER TWO

COMM 1039	Communicating for Results 2
COUN 1003	Interpersonal and Group Dynamics
COUN 1010	Student Success (Optional)
FITN 1001	Lifestyle Management and Fitness 2
LASA 1003	Diversity and First Nations People
LAWS 1003	Criminal and Civil Law
PSYC 1003	Psychology
SOCI 1016	Sociology of Crime and Deviance

### SECOND YEAR

#### SEMESTER THREE

INVP 2000	Report Writing for Investigation and Protection Services
PRAC 2000	Placement Preparation
PRAC 2001	Security Practicum 1
PSIS 2000	Private Investigations
SECR 2004	Enforcement Procedures
SECR 2005	Physical Security and Crime Prevention
SECR 2007	Risk Management

#### SEMESTER FOUR

COUN 2001	Security Career Preparation
PSYC 2001	Applied Psychology
PRAC 2002	Security Practicum 2
PSYC 2000	Conflict Management
SECR 2002	Investigative Techniques
SECR 2003	Interviewing, Investigation and Evidence
SECR 2006	Emergency Planning

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



### Jamal Fletcher

CORPORATE AND COMMERCIAL SECURITY 2008  
(now Protection, Security and Investigation)

"I felt that I left Loyalist having grown as an individual in many ways. I matured as a person, academically and as a varsity basketball player. My leadership role with the team gave me the initiative to lead by example. I made sure that work came first and that I remained focused."



Student Residence



# School of Media Studies

## **MEDIA**

Advertising and Marketing Communications

Animation

Art and Design Foundation

Broadcast Engineering Technology

Graphic Design **NEW**

Journalism – Online, Print and Broadcast

Media Experience

Photojournalism

Radio Broadcasting

Television and New Media Production

## **POST-GRADUATE MEDIA**

3D Video Production **NEW**

Public Relations

Sports Journalism



**Shannon Storey**  
PHOTOJOURNALISM 2011

"I am from Abbotsford in British Columbia. When a friend told me about Loyalist's Photojournalism program I went online to investigate, talked to some industry professionals and learned that this is the best program in Canada. Our professors were completely invested in our success and it was a great privilege to be learning from such respected photojournalists. I learned to be a better storyteller through pictures and words, capturing images that communicate a story in a powerful way. Even though I was far from my family and friends, I met a lot of amazing people who made Belleville feel like my home away from home. With the smaller class sizes I really got to know my classmates and instructors — the camaraderie this creates made it an excellent learning environment. I lament the fact that this was only a two-year program as my Loyalist experience was so great."

# School of Media Studies

The School of Media Studies at Loyalist College offers choice – in programs, technology, and delivery styles. The School is dedicated to program content, in the written word and in still, moving, and electronic images. We are committed to helping you find a place in the rapidly-expanding media industry. The School offers students the opportunity to excel in their chosen field and to master both conventional and the newest digital technologies.

## MEDIA PASSES

All media students receive a photo ID in order to gain entrance to events as working members of the media and to The School of Media Studies facilities after hours.

## DRIVER INFORMATION

Many assignments require you to drive a College-owned vehicle. To do this, you must be in possession of a valid driver's licence which allows you to drive a car, van or light truck with no restrictions on time of day or type of roadway.

In Ontario, this is a full G licence. In addition, every student must have a clean driver record and be an insured driver, with either individual coverage or named on their parents' policy.

## PROGRESSION AND PROMOTION

Learners in the School of Media Studies who finish a semester carrying a failing grade in one or more courses, may continue in their program on academic probation with the approval of the faculty member assigned to the course(s) and the dean. The academic probation documentation will include a specific reference to the mechanism by which a passing grade in the course(s) will be earned and an overall statement as to the student's ability to graduate. Currently, two such mechanisms exist: learning contracts and remedial courses.

If used, a learning contract will clearly itemize the requirements for converting the grade to a pass, and will be signed by all parties involved. Remedial courses may be offered in some programs. These will be offered on an invitational basis and will commence immediately following the end of the winter semester.

In both cases, there may be costs involved. See the admissions officer for details.

Upon successful completion in either case, students return in the fall able to enter the subsequent semester in good standing.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with many institutions, and new transfer agreements are added annually. Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for information.

## LOYALIST/HIGH SCHOOL ARTICULATION

Your school may have an agreement with the College which could guarantee you a seat in the Media Studies program of your choice. You would first have to successfully complete the high school courses covered by this agreement and meet all College application deadlines.

## Undergraduate Programs

- Advertising and Marketing Communications
- Animation
- Art and Design Foundation
- Broadcast Engineering Technology
- Graphic Design
- Journalism – Online, Print and Broadcast
- Photojournalism
- Radio Broadcasting
- Television and New Media Production
- Media Experience

## Post-Graduate Programs

- 3D Video Production
- Public Relations
- Sports Journalism

## ENTRANCE REQUIREMENTS

Applicants who have earned a degree or diploma from a recognized post-secondary institution or who have significant related work experience will be considered for entry, based on a review of their demonstrated competencies and academic credentials.

Applicants missing key competencies may be offered conditional acceptance subject to the completion of a summer preparation semester offered by the College.

Please see individual program descriptions for special opportunities for Loyalist College and high school graduates.

## Fast-Track Entry

- Journalism – Online, Print and Broadcast
- Photojournalism

## ENTRANCE REQUIREMENTS

Students with a recognized post-secondary degree or diploma (or significant related work experience) may qualify for Fast-Track entry into the Media School's programs.

For more information, please contact the person indicated on the relevant program page or The Admissions Office (613) 969-1913, ext. 2204

# Advertising and Marketing Communications

CONTACT: Charlotte Conard EMAIL: cconard@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Students enjoy freedom to experiment in new idea development, to take ideas and play with them, and to be inventive and creative.
- Projects and case studies are multi-faceted and offer realistic challenges.
- Small class sizes encourage in-class interaction and discussion.
- Student work is displayed to demonstrate their creative, innovative problem solving.
- Formal program awards at the end of the year give recognition to students and can be included in a résumé and portfolio.

### CAREER OPPORTUNITIES

Graduates of the program can take their knowledge and experience and pursue job opportunities in a variety of companies within the advertising and marketing communications industry – a sector which is very large and continues to expand. They may work in large or small advertising and marketing communications agencies, or perhaps consider social media positions that now exist in a wide variety of companies. Positions may be found in many traditional areas such as the publishing industry, including newspapers and magazines, or in broadcast such as radio and television. Web development companies, too, are a growing source of employment.

Graduates may also consider sales promotion and event promotion companies, or even research companies. Graduates may enter public relations or direct marketing. There are also opportunities in corporate advertising departments in large regional or national companies. Not-for-profit agencies such as city economic development departments, tourism, health services, and charities are often-overlooked areas of employment.

Depending on career direction, type of company, and geographic location, entry-level starting salaries can range from \$27,000 to \$37,000.

### PROGRAM DESCRIPTION

The program is divided into three core areas of study:

- (1) case study: advertising and marketing communications objectives and strategy, consumer needs and wants, and media strategy involving traditional and digital/social media.
- (2) creative strategy and creative execution: consumer insights, communications strategy, and concept execution (copy-writing, layout and design, graphics).
- (3) creative thinking: an important component that involves thinking outside the box and expressing ideas differently.

Throughout the program, students are exposed to a variety of advertising careers; they learn from guest speakers who currently work in the industry, and they plan and take part in visits to workplaces, where they have the opportunity to network with industry professionals. Students participate in workshops and other activities that promote social, cultural and personal understanding, and are challenged to put their knowledge into practice on various individual and team assignments.

### THE IDEAL ADVERTISING CANDIDATE

A career in advertising and marketing communications appeals to people who could see themselves being in the position of informing, persuading, educating, reminding and coaxing people to participate in a promotion, an event, or a product offering, etc. This program attracts people who are interested in popular culture, computer gaming, and current events – all that is new, hip and cool. They might be described as being creative, insightful, artistic, inventive, innovative, expressive, talented or unique. People who see themselves as an idea person and as a thinker, are very likely great candidates for the Advertising and Marketing Communications program.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$115

Books and Supplies: \$525

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C) (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

Recommended academic preparation –

- Communications Technology

## OPPORTUNITIES FOR FURTHER STUDY

Graduates from the two-year Advertising and Marketing Communications program can reserve a place in the Public Relations post-graduate certificate program. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## ADVERTISING AND MARKETING COMMUNICATIONS

### CURRICULUM

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#### YEAR ONE

SEMESTER ONE (FALL) 14 WEEKS

ADMC 1000 Case Study 1

ADMC 1001 Creative Thinking 1

ADMC 1002 Creative Strategy and Creative Execution 1

MEDI 1016 Exploration Module 1

SEMESTER TWO (WINTER) 14 WEEKS

ADMC 1003 Case Study 2

ADMC 1004 Creative Thinking 2

ADMC 1005 Creative Strategy and Creative Execution 2

MEDI 1017 Exploration Module 2

#### YEAR TWO

SEMESTER THREE (FALL) 14 WEEKS

ADMC 2000 Case Study 3

ADMC 2001 Creative Thinking 3

ADMC 2002 Creative Strategy and Creative Execution 3

MEDI 2003 Exploration Module 2

SEMESTER FOUR (WINTER) 14 WEEKS

ADMC 2003 Case Study 4

ADMC 2004 Creative Thinking 4

ADMC 2005 Creative Strategy and Creative Execution 4

OPTIONS

ADMC 2006 Independent Study

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Animation

**CONTACTS:** Lisa De Angelis **EMAIL:** ldeangelis@loyalistc.on.ca  
Glen Arendt **EMAIL:** garendt@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Three-Year Ontario College Advanced Diploma

## HIGHLIGHTS

- Combine your skills in creative expression with up-to-date software and technology knowledge for an exciting career in animation and new media industry – including 2D and 3D animation, game design, visual effects or web design and development.
- Our Animation program offers an opportunity to develop industry skills in a creative, challenging and safe environment.
- The third-year of the program offers the chance to choose specialized studies to fit your personal interests and career goals.
- Learn with caring, industry-connected faculty who offer individualized attention to help you on your learning road to success.
- Get industry experience during two internships to prepare for an exciting career in new media.
- Professional practice skills are also learned, so that Animation graduates can walk away with the professional skills to use on the job from day one.

## CAREER OPPORTUNITIES

The Animation program prepares people for careers in the ever-growing animation and new media industry. Graduates will be ready to find employment in the fields of computer animation including both 2D and 3D, game design, visual effects or specialized web design and development. Graduates can get positions as computer animators, CGI artists in the entertainment or game industry, interactive media content providers or web designers/developers. Entry-level salaries in these industries vary from \$25,000 to \$45,000. Senior animators and supervisors can earn between \$100,000 and \$200,000 and higher. Entrepreneurship and communications training also prepares students to work on a freelance basis.

## PROGRAM DESCRIPTION

There is presently an increasing demand for skilled talent in the animation, visual effects, gaming and web design industries, as well as 3D artists in the architectural and industrial fields. Graduates gain a competitive edge in the job market with instruction in the entire range of the production process and professional practice skills.

Students with either an artistic or technical background can find success in the program. A foundation year provides the opportunity to strengthen skills in each area. In the second and third

years, students can specialize in areas such as character animation, 2D/3D animation, gaming, visual effects and web design. Students can tailor the program to their area of specialization through independent production courses in their final year.

Professional practice skills such as communication, using integrity, meeting deadlines, maintaining a healthy work ethic, and conducting oneself with maturity are also learned, so that students graduate with the professional skills that can be applied right from the start of their career.

Loyalist production/animation facilities include the latest Quad Core workstations, Mac Final Cut Pro HD editing systems, a motion capture system and studio, 3D digitizing technology and HD broadcast grade cameras and decks. Students also have access to the latest industry software including Autodesk animation software (Softimage and Maya) and the latest Adobe Master Suite of editing and digital processing software.

Two internships provide valuable on-the-job experience before graduation. Students leave the program with professional practices and job search skills, as well as an impressive portfolio of their work.

### FIT – FOCUS ON INFORMATION TECHNOLOGY PROGRAM

Loyalist's Animation program meets the standards of FIT – an initiative of the federal government that supports the growth of a qualified, motivated and agile information technology workforce. Loyalist is the first community college in Ontario to earn FIT status.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$450

Books and Supplies: \$750

Students need to budget for a three-week internship in Semester Four and four weeks in Semester Six

Additional costs, such as travel and parking, may be incurred during internships

### ADMISSION REQUIREMENTS

**Required academic preparation –**

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

**Recommended academic preparation –**

- Communications technology, IT and computer literacy, media arts, fine arts, presentation techniques

## OPPORTUNITIES FOR FURTHER STUDY

Graduates from the Animation program can reserve a place in the Sports Journalism or Public Relations post-graduate certificate programs at Loyalist.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

*In March of 2010, Infinite Spaces, Loyalist's Virtual World Design Centre, participated in the Federal Virtual World's Challenge at the Gametech conference in Orlando, Florida. Entrants were challenged to submit innovative applications in which the United States government could use virtual worlds for training or analysis purposes. Loyalist's border simulation training program placed second in the Skill Building division. There to accept the award were Ken Hudson, Managing Director, Infinite Spaces, William Farr, Lead Animator and Liam Edwards, Lead Artist. William and Liam are both graduates of the Loyalist Animation program.*



**William Farr** (left)

ANIMATION 2008

LEAD ANIMATOR, VIRTUAL WORLD DESIGN CENTRE, LOYALIST COLLEGE

"Ken Hudson, our Managing Director, has always told us how well respected the Centre is within the international community. This was our first opportunity to attend one of these conferences. It was unexpected to have virtual world and government people approaching us because they are familiar with our work. I have been working with the College since I graduated in 2008 and it has definitely been an exciting opportunity."

**Liam Edwards** (right)

ANIMATION 2008

LEAD ARTIST, VIRTUAL WORLD DESIGN CENTRE, LOYALIST COLLEGE

"I'm proud to be a part of the Loyalist Virtual World Design Centre. It's thrilling to be involved with this industry as it develops. We are helping to define it as we go."

## ANIMATION

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

DIGP 1013	Intro to Web Authoring
DIGP 1014	Animation 1
DIGP 1015	Interactive Media 1
DIGP 1016	Digital Imaging
DIGP 1017	Audio/Video 1
DIGP 1019	Art Direction 1
DIGP 1020	Digital Concepts 1
DIGP 1029	Communications 1

##### SEMESTER TWO

DIGP 1021	Web Authoring 2
DIGP 1022	Animation 2
DIGP 1023	Interactive Media 2
DIGP 1024	Enhanced Interactivity 1
DIGP 1026	Art Direction 2
DIGP 1027	Digital Concepts 2
DIGP 1030	Communications 2

#### SECOND YEAR

##### SEMESTER THREE

DIGP 2000	Web Authoring 3
DIGP 2001	Animation 3
DIGP 2002	Game Design 1
DIGP 2003	Audio/Video 2
DIGP 2004	Enhanced Interactivity 2
DIGP 2005	Digital Compositing
DIGP 2006	Art Direction 3

##### SEMESTER FOUR

DIGP 2007	Web Authoring 4
DIGP 2008	Animation 4
DIGP 2009	Game Design 2
DIGP 2010	The Job Search
DIGP 2011	New Media Production
DIGP 2012	Art Direction 4
DIGP 2013	Internship

#### THIRD YEAR

##### SEMESTER FIVE (COMMON)

DIGP 3001	Animation 5
DIGP 3003	Independent Production 1
DIGP 3005	Art Direction 5
DIGP 3016	Communications 3

##### SEMESTER FIVE (WEB STREAM)

DIGP 3013	Web Master
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##### SEMESTER FIVE (ANIMATION STREAM)

DIGP 1011	Animation Master
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##### SEMESTER FIVE (GAME STREAM)

DIGP 1012	Game Master
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##### SEMESTER SIX

DIGP 3007	New Media Production 2
DIGP 3008	Freelance & Entrepreneurship
DIGP 3009	Independent Production 2
DIGP 3010	Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Art and Design Foundation

CONTACT: Robert Kranendonk EMAIL: rkranendonk@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Explore a variety of media – gaining a balance of skills in fine art and design.
- Enhance professional growth and foster industry involvement through off-campus artist studio sessions.
- Learn with a team-based faculty within small class sizes – encouraging in-class interaction and discussion.
- Gain valuable experience in a variety of art and design related areas through professional workshops.
- Participate in a juried student art exhibit at the end of the year – providing the opportunity to receive recognition and enhance your résumé and portfolio.

## CAREER OPPORTUNITIES

Graduates have the opportunity to continue their studies in a wide range of creative and artistic programs at Loyalist – or other institutions – or apply their skills and talents to artistic endeavours within the community.

## PROGRAM DESCRIPTION

The Art and Design Foundation certificate program is a hands-on, experiential program designed to meet the needs of students interested in careers in art and design. Students focus on both traditional and digital media, developing a broad-based portfolio that reflects a flexible creative palette. Students may choose to identify, for further study, a specific sector within the art and design industry and build a portfolio targeting that area. Graduates are able to demonstrate both their artistic skill and the depth of their post-secondary education.

## THE IDEAL ART AND DESIGN FOUNDATION CANDIDATE

The Art and Design Foundation program appeals to students who are interested in popular culture, art, architecture, design, photography, animation and gaming. People who are described as creative, insightful, artistic, inventive, expressive, talented or unique are great candidates for the program. Those who have a creative flair – with or without previous drawing or computer skills – may also be well-suited for the program.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$420

Books and Supplies: \$525

## ADMISSION REQUIREMENTS

- (a) Required academic preparation –
- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level
- OR
- mature applicant – see page 152

## OPPORTUNITIES FOR FURTHER STUDY

Graduates may consider continuing their studies in a wide range of Loyalist College art and design related programs, including:

Advertising and Marketing Communications

Animation

Architectural Technician/Technology

Graphic Design

Media Experience

Photojournalism

Residential Drafting and Design

## ART AND DESIGN FOUNDATION

### CURRICULUM

#### SEMESTER ONE

ARTS 1000	Fine Arts Studio
ARTS 1001	Design Studio 1
ARTS 1002	3-D Design Studio
ARTS 1007	Art Appreciated
ARTS 1009	Introduction to Computer Design
COUN 1014	Exploring Careers
DRAW 1000	Exploring Drawing
DRAW 1001	Figure Drawing
RADB 1004	The Community Connection

#### SEMESTER TWO

ARTS 1003	Portfolio
ARTS 1004	Fine Arts Studio 2
ARTS 1005	Design Studio 2
ARTS 1006	Creative Studio
ARTS 1008	Workshop
ARTS 1010	Digital Imaging
DRAW 1002	Advanced Drawing
PHOT 1000	Digital Photography

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Broadcast Engineering Technology

CONTACT: Eric Heidendahl EMAIL: eheidendahl@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Three-year Ontario College Advanced Diploma

## HIGHLIGHTS

- This one-of-a-kind program was designed with input from the industry, based on today's requirements and their expectations of future directions.
- Every radio and television broadcasting or satellite distribution system runs on complex systems – hardware and software – creating a high demand for skilled engineering expertise.
- Many broadcast engineers are retiring now and in the next several years, creating a great need for new graduates who are trained on the latest systems.
- Two work placements of 4 and 8 weeks provide students with real-life experience and job contacts.
- This program is fully accredited by the Society of Broadcast Engineers in the United States.

## CAREER OPPORTUNITES

The demand for broadcast engineers is growing daily and fully qualified graduates are not currently available. Positions in radio and television broadcast facilities, cable television operations, specialty channels, post-production facilities, audiovisual systems, satellite distribution systems and equipments manufacturers' technical field support are available and will continue to grow. Graduates will find work as installation and service technologists, systems integration engineers and field service technologists.

## PROGRAM DESCRIPTION

The program will train graduates in the hard and soft skills that are required by every employer. Graduates will learn how to design, build and manage broadcast systems, facilities and IT networks. Troubleshooting broadcast equipment to component level, performing routine and preventative maintenance of computer systems and networks, and performing maintenance on all broadcast transmission systems will be within the graduate's abilities.

The program is roughly divided into three areas of concentration: electronics, IT and dedicated broadcast systems. Graduates will learn to be responsive to production needs and deadlines, will be flexible and adaptable, and will be team players yet also able to work independently. Time management, risk management and technical and non-technical communication skills are also learned.

### FIT – FOCUS ON INFORMATION TECHNOLOGY PROGRAM

Loyalist's Broadcast Engineering Technology program meets the standards of FIT – an initiative of the federal government that supports the growth of a qualified, motivated and agile information technology workforce. Loyalist is the first community college in Ontario to earn FIT status.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$1,100

Books and Supplies: \$100

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent and Grade 11 Mathematics

OR

- mature applicant – see page 152

Recommended academic preparation –

- A course providing proficiency with word processing and spreadsheet applications.
- Mathematics for College Technology (MCT4C) Grade 12.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



# BROADCAST ENGINEERING TECHNOLOGY CURRICULUM

## FIRST YEAR

### SEMESTER ONE

BRET 1000	Digital Electronic Fundamentals
BRET 1002	Electronic Fundamentals Theory
BRET 1004	Introduction to Audio and Visual Technology
BRET 1006	Essential Mathematics
BRET 1010	Digital Concepts
COMM1002	Technical Communications 1
MEDI 1015	The Community Connection

### SEMESTER TWO

BRET 1012	Introduction to Electrical Diagrams and CAD Design
BRET 1014	A/C D/C Electronics Theory
BRET 1016	Electronic Devices
BRET 1018	Broadcast Facilities Maintenance
BRET 1020	Digital Concepts 2
MEDI 1005	Introduction to Canadian Media

## SECOND YEAR

### SEMESTER THREE

BRET 2000	Radio Frequency Systems 1
BRET 2002	Digital Systems
BRET 2004	Solid State Devices
BRET 2008	Broadcast Shop Techniques and Safety
BRET 2012	Computer Network Services and Support
BRET 2014	Microprocessor/Microcontrollers

### SEMESTER FOUR

BRET 2016	RF Systems 2
BRET 2018	Electronic Shop Techniques
BRET 2020	Broadcast Test and Measurement Instruments
BRET 2022	Video Systems 1
BRET 2024	Audio Systems 1
BRET 2025	Introduction to ATV/HDTV
BRET 2026	RF for Broadcasting 2
BRET 2028	Microprocessor/Microcontroller 2
INTN 2030	Internship 1 (4 week placement)

## THIRD YEAR

### SEMESTER FIVE

BRET 3000	Audio Systems 2
BRET 3002	Video Systems 2
BRET 3004	Systems Integration 1
BRET 3006	Digital Audio and Video Systems
BRET 3008	Broadcasting Computer Systems
BRET 3010	Project Management
BUSI 3000	Entrepreneurship

### SEMESTER SIX

BRET 3012	Systems Integration 2 Major Project
BRET 3014	Electronics Major Project
BRET 3016	Computer Systems Major Project
BRET 3018	Interpersonal Communications
INTN 3020	Internship 2 (8 week placement)

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



**Brett Hancock**

BROADCAST ENGINEERING TECHNOLOGY 2011

"What I love most about the program is the fact that there is always something new to be learned. That's the way the technical side of the broadcast industry works. There are constant technological advancements being made to the equipment so whatever we are doing feels fresh. As soon as you grasp a new concept, there are ways to improve upon it. That's why professionals who have been in the industry for decades are still learning new things. I think that makes our program, as well as our industry, very exciting."



Students and faculty at the 2011 National Association of Broadcasters Conference in Las Vegas

# Graphic Design

CONTACT: Lisa De Angelis EMAIL: ldeangelis@loyalistc.on.ca



## SEPTEMBER ENTRY

## PROGRAM LENGTH

Three-Year Ontario College Advanced Diploma

## HIGHLIGHTS

- Loyalist College offers fresh curriculum that focuses on creativity and design thinking, technical skills and social intelligence skills.
- You'll receive personalized attention from dedicated faculty to help develop your individual strengths.
- The Loyalist Graphic Design program is recognized by R.G.D – Registered Graphic Designers (Ontario). R.G.D. is a professional designation which is a signal of quality and competence.
- Prepare to be hired. We'll help you use your integrity, meet deadlines, maintain a healthy work ethic and conduct yourself professionally so that you'll be ready for the working world.
- Develop your potential in a creative, safe and challenging environment. You'll walk away with the design and design thinking skills you can use on the job from day one.

## CAREER OPPORTUNITIES

Graphic design is an exciting profession with many opportunities for employment. Some of the work graphic designers do includes designing:

- branding/visual identity elements including logos and stationery
- print material including corporate brochures, newsletters, posters and advertisements
- motion graphics including broadcast design, music videos/ TV show/ film titles
- websites and interactive media materials
- editorial design including newspaper, books and magazines
- packaging including food, CDs, cosmetics, alcoholic and non-alcoholic beverages
- signs, wayfinding systems, exhibits, point-of-purchase displays in-store, billboards and vehicle/transit signage

Entry-level salaries average about \$35,000. Senior Designers can expect to earn an average of over \$57,500. Art Directors can expect to make an average of \$67,000 and a Creative Director can expect a salary average of \$84,000 with many positions offering \$100,000+.

## PROGRAM DESCRIPTION

Graphic Design is evolving and our Loyalist College curriculum is current. Our professors are highly skilled in their areas of expertise and have solid industry experience. Learning takes place in comfortable, bright labs and studios.

Each of the three years in the Graphic Design program has been designed to help students build on previous learning so that new material follows a natural and progressive flow. Many courses work together so theory learned in one course can be applied practically in another.

The program takes a three-channeled approach which includes:

**PRINCIPLES of FORM and FUNCTION** provide a broad base in design principles, creativity and the accompanying functional and research considerations. This includes a special focus on 'design thinking' - how to problem-solve using both analytical and creative skills.

**PRACTICAL APPLICATIONS** is a focused practical application channel that includes learning software, project management and entrepreneurial skills.

**INTELLIGENT INTERACTION** helps you prepare for the working world by building interaction skills such as communication (oral and written), business skills, as well as developing 'emotional intelligence' skills.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fees: approx. \$450

Books and supplies: approx. \$350

Students should consider budgeting for the four-week internship in Semester Six

Additional costs, such as travel and parking, may be incurred during internships

Students are strongly advised to have their own laptop and appropriate software for the beginning of second-year studies

## ADMISSION REQUIREMENTS

1. **Required academic preparation** –
  - OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
 OR
  - mature applicant – see page 152
2. **Additional admission requirements** –
  - a) a Letter of Intent
  - b) a Poster assignment
  - c) seven to ten pieces of art, as described below

PLEASE NOTE: successful graduates of the Loyalist College Art and Design Foundation studies are eligible for direct entry into the Graphic Design program.

## ADDITIONAL ADMISSION REQUIREMENTS:

(Note: Please contact Lisa De Angelis, Co-ordinator for Graphic Design, if you have any questions about the Portfolio Package requirements and submission.)

### Letter Of Intent:

Submit a 500-word Letter of Intent which includes reasons for choosing Graphic Design, as well as your personal and career goals. Include a description of your personal skills and attitudes that will help you achieve your goals.

There are no right or wrong answers here. We just want to read what you think.

### Poster:

Design an 8.5" x 11" poster, in colour, which communicates why you want to enrol in Graphic Design. This should visually reflect your Letter of Intent. In other words, visually communicate what you wrote about.

This poster should include an original headline that you wrote. You may create this poster digitally or in a non-digital (i.e. pencil crayon, acrylic, water colour, mixed media, etc.) format.

### Portfolio Of Artwork:

- seven to ten pieces of artwork
- artwork submitted should include any combination of media including pen, pencil, conté crayon, acrylic, water colour, oil paint, sculpture, collage, etc. (Note: you do not have to include all of these media; these are examples only)
- an option is to include a few pieces of digital art such as imaging (i.e. Photoshop), vector art (i.e. Illustrator) or page layout
- photographs of large pieces such as murals and sculptures may be included
- subjects to include can be: portraits, figure drawing, conceptual drawings and layouts, landscapes, logo design (traditional or digital)
- submitting a wide variety of work provides a stronger demonstration of what you can do

For information about how to submit your portfolio package and important application dates, see the program description located under Full-time Programs at [loyalistcollege.com](http://loyalistcollege.com)

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with many institutions, and new transfer agreements are added annually. Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for information.

## GRAPHIC DESIGN

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

GRAD 1001	Design 1
MEDI 1011	Art History
GRAD 1003	Digital Applications 1
GRAD 1004	Visualization Techniques 1
GRAD 1005	Typography 1
GRAD 1006	Photography
MEDI 1012	Wellness

##### SEMESTER TWO

GRAD 1008	Design 2
GRAD 1009	Design History
GRAD 1010	Digital Applications 2
GRAD 1011	Visualization Techniques 2
GRAD 1012	Typography 2
COMM 1013	Communication for the Creatives 1
GRAD 1014	Conceptual Process
GRAD 1015	Print Production 1

#### SECOND YEAR

##### SEMESTER THREE

GRAD 2001	Design 3
GRAD 2002	Digital Applications 3
GRAD 2003	Typography 3
GRAD 2004	Web Design 1
GRAD 2005	Print Production 2
GRAD 2006	Communication for the Creatives 2
GRAD 2007	Design for Interactive Media 2

##### SEMESTER FOUR

GRAD 2008	Design 4
GRAD 2009	Digital Applications 4
GRAD 2010	Typography 4
GRAD 2011	Web Design 2
GRAD 2012	Form and Function 1
GRAD 2013	Motion Graphics
MEDI 2002	Personal, Interpersonal and the Group
GRAD 2015	Professional Practices

#### THIRD YEAR

##### SEMESTER FIVE

GRAD 3001	Design 5
COMM 3002	Communication for the Creatives 3
MEDI 3001	Entrepreneurship
GRAD 3004	Project Management
GRAD 3005	Portfolio Production 1
GRAD 3006	Branding Design

##### SEMESTER SIX

GRAD 3007	Design 6
GRAD 3008	Form and Function 2
GRAD 3009	Portfolio Production 2
GRAD 3010	Career Quest
GRAD 3011	Design for Interactive Media 2
INTN 3012	Graphic Design Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Journalism – Online, Print and Broadcast

**CONTACTS:** Anne Holley-Hime **EMAIL:** holleyhi@loyalistc.on.ca  
Joe Callahan **EMAIL:** jcallaha@loyalistc.on.ca

## SEPTEMBER ENTRY FAST-TRACK ENTRY

### PROGRAM LENGTH

Three-Year Ontario College Advanced Diploma

### HIGHLIGHTS

- Prepare for a career in journalism with the skills to evolve with the industry of the future.
- Gain the competitive edge to meet industry demand with hands-on experience in the fundamentals of reporting and writing for print, radio, television and online with a focus on two areas of expertise.
- Work as reporters, ENG shooters, producers, anchors and editors in the production of internet-based video newscasts, community cable programming, radio programming for 91X, the College's radio station, and content for QNet News, our student-produced community online news service.
- Learn with a team-based faculty and state-of-the-art facilities.
- Program highlights available at [loyalistcollegejournalism.ca](http://loyalistcollegejournalism.ca)
- For examples of students' work, visit [QNETNEWS.ca](http://QNETNEWS.ca).

### CAREER OPPORTUNITIES

This program prepares students for employment in radio, television, newspaper, magazine and online newsrooms. They work as writers, reporters, photographers, editors, freelancers, web content providers, editorial assistants, videographers, program hosts and news anchors. The skills developed in this program can also lead to careers in public and media relations, and educational, training or industrial video production.

### PROGRAM DESCRIPTION

Journalism – Online, Print and Broadcast prepares students for today's journalism and the industry of the future. Students train to be flexible industry professionals in a full range of media, with the opportunity to focus on two areas of specialization.

In first year, students work in simulation labs honing their research, writing, interviewing, technical and performance skills.

In second year, students produce journalism content for public consumption. They gain on-air experience on the federally licensed college radio station, 91X, produce a web-based television newscast, and publish work for the student-produced community news service QNet News.

In third year, students further hone their craft and learn to flourish in the environment of an integrated newsroom where audio, video, print, traditional broadcast and online professionals work side-by-side. They also gain hands-on experience through an eight-week internship, which facilitates networking and career development opportunities.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$700

Consumables fees include items that become the property of the student, such as memory storage devices, recorders, cameras, microphones, instruction manuals, guides, subscriptions, and professional memberships

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

### DRIVER'S ABSTRACT

Students are strongly urged to acquire their G-level driver's licence during their studies at Loyalist. Students will be permitted to use college-owned vehicles provided they possess a G-level licence and they provide a driver's abstract through application to the Loyalist College Procurement Services department. College insurance covers students using college vehicles while on assignment.

### ADMISSION REQUIREMENTS

#### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152

#### Recommended academic preparation –

- English, computer literacy, basic photography, knowledge and interest in current events, history, geography, politics, writing, and public speaking.

- (b) **Advanced Standing:** Qualified applicants with a related degree or diploma and/or a minimum of three years of related industry experience may be eligible for an accelerated program of study in September, with the approval of the faculty and Dean of Media Studies. Please contact a program coordinator for details.

## OPPORTUNITIES FOR FURTHER STUDY

Graduates from the Advanced Journalism program can reserve a place in the Sports Journalism or Public Relations post-graduate certificate programs at Loyalist. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission. Students with an interest in Sports Journalism may wish to pursue a concurrent program of study in their third year of the JOPB program. To qualify, students must have achieved an average of 75 per cent with no failures in first- and second-year JOPB courses. Additional web-based courses will be required during May and June of the final year, but students will graduate with a JOPB advanced diploma and a Sports Journalism certificate.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**Jennifer Bowman**

THIRD YEAR JOURNALISM – ONLINE, PRINT AND BROADCAST

"I love to write and this program stretches me to grow and develop my writing abilities in so many areas – print, online, radio and TV. The writing style is different for each of these formats and I believe that by learning these skills I'll be well prepared for whichever direction I choose.

"The professors are incredible. They love what they teach and they bring that excitement into the classroom. I've grown interested in journalism as a whole – I want to be good at it all."

## JOURNALISM – ONLINE, PRINT AND BROADCAST

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

JOPB 1000	Reporting and Writing 1
JOPB 1001	Media Performance
JOPB 1002	Media Production and Design 1
JOPB 1003	The News Room 1
MEDI 1002	Civic Literacy 1
MEDI 1004	The Learning Portfolio

##### SEMESTER TWO

JOPB 1000	Reporting and Writing 1
JOPB 1001	Media Performance
JOPB 1002	Media Production and Design 1
JOPB 1003	The News Room 1
MEDI 1003	Civic Literacy 2

#### SECOND YEAR

##### SEMESTER THREE

JOPB 2000	Reporting and Writing 2
JOPB 2001	Media Production and Design 2
JOPB 2002	The Newsroom 2
MEDI 2000	Civic Literacy 3

##### SEMESTER FOUR

JOPB 2000	Reporting and Writing 2
JOPB 2001	Media Production and Design 2
JOPB 2002	The Newsroom 2
JOPB 2003	E-Journalism
INTN 2006	Internship Preparation

#### THIRD YEAR

##### SEMESTER FIVE

JOPB 3000	Reporting and Writing 3
JOPB 3001	Advanced Newsroom and Publication
MEDI 3000	Freelance and Business Practices

##### SEMESTER SIX

JOPB 3001	Advanced Newsroom and Publication
JOPB 3002	Professional Portfolio Development
MEDI 3000	Freelance and Business Practices
INTN 3001	Journalism Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Media Experience

CONTACT: Michelle Grimes EMAIL: mgrimes@loyalistc.on.ca

## JANUARY ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Students receive a hands-on, creative introduction to media.
- Curriculum is project-based.
- Basic technical skills and theoretical exploration are emphasized.
- Time is balanced between lab and classroom.
- Weekly workshops are held with Media Studies faculty and industry representatives.
- Semester One focuses on design fundamentals, writing, visual/aural storytelling and presentation.
- Semester Two focuses on chosen field of study in media.

## CAREER OPPORTUNITIES

Graduates of the Media Experience certificate program are qualified to enter one of Loyalist's post-secondary media diploma programs. Upon completion of their diploma program graduates are prepared to pursue a broad range of opportunities.

Please see the Career Opportunities section within the following program overviews:

Advertising and Marketing Communications – page 105

Animation – page 107

Journalism – Online, Print and Broadcast – page 114

Photojournalism – page 117

Radio Broadcasting – page 119

Television and New Media Production – page 121

## PROGRAM DESCRIPTION

Media Experience is a hands-on, creative introduction to the diverse fields of media. Through a unique integrated learning approach, students create an array of media-based elements and projects, encompassing basic technical skills and theoretical exploration. This program prepares students to enter one of five diploma programs in Loyalist's School of Media Studies.

Three major projects are completed via workshops and labs, during which students observe, practice and implement new skills each week under the supervision of faculty and guest instructors. Design fundamentals, media writing, visual storytelling and presentation are emphasized.

In the last eight weeks of the program, students select an area of specialty and create a targeted learning portfolio, under the supervision of a faculty advisor. The portfolio is used in the evaluation and consideration for potential exemption from modules or courses in a Media Studies diploma program at Loyalist.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

## ADMISSION REQUIREMENTS

### Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

## MEDIA EXPERIENCE

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

MECP 1000	Media Writing
MECP 1001	Media Presentations
MECP 1002	Computer Applications
MECP 1003	Visual Communications
MECP 1004	The Critical Mind
MECP 1005	Asked and Answered (GE)
MECP 1006	What's Out There
MECP 1007	Community Connections (GE)
MECP 1008	Search and Research

##### SEMESTER TWO

MECP 1009	The Learning Portfolio
MECP 1010	The Media Experience

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Photojournalism

CONTACT: Frank O'Connor EMAIL: o'connor@loyalistc.on.ca

## SEPTEMBER ENTRY

## JANUARY: FAST-TRACK ENTRY

## PROGRAM LENGTH

Two-Year Ontario College Diploma

## HIGHLIGHTS

- Do you enjoy telling stories through photographs?
- Prepare to set new standards of photojournalism in Canada.
- Build a portfolio with the expectation of publishing during the program.
- Work on Loyalist's award-winning online community newspaper, *The Pioneer*, and *QNET News*; Quinte's most comprehensive news source.
- Apply for advanced standing entry if you have a university degree, college diploma or journalistic experience – and graduate in 15 months. (Applicants should contact the program coordinator for advanced standing details.)

## CAREER OPPORTUNITIES

Intensive training in Canada's only dedicated multi-year Photojournalism program gives Loyalist graduates a competitive advantage. Graduates are employed throughout Canada, from the biggest dailies to smaller weekly newspapers, wire services and other publications. They work as photojournalists, reporter/photographers, picture editors, photo technicians, freelance photojournalists and photographers, and digital publishing specialists. A well-connected advisory board works with the industry to cultivate positions for graduates.

To maximize career opportunities, students should be willing to relocate and possess the equipment necessary to do the job. A valid driver's licence is also essential for employment.

## PROGRAM DESCRIPTION

Photographers who strive to be communicators with images, rather than simply collectors of images, come to this comprehensive program from across Canada. Loyalist does not offer a photography program, rather a program that inspires the language of photography to tell a story, and one that deals exclusively with digital image capture.

The first year teaches the basic mechanics of journalism and photography, including reporting and writing, news judgment, camera operation and lighting, as well as electronic publishing, video capture and the principles of storytelling. The types and objectives of news photography are introduced, including feature, spot, photostories, and general news and sports. Students are also exposed to the history, philosophy, traditions and ethics of photojournalism.

In the second year, students concentrate on advanced photojournalism techniques, expanding their skills with digital photography, video capture and computer-based image processing. Assignments may involve optional travel to capture documentary picture stories. Students apply their classroom training as they photograph, report, write and edit assignments for our online news service Q NET News. Students contribute content throughout the year, building a strong portfolio of published work and transferable skills. Expectations for outside publishing increase in the second year.

The program finishes with a formal 120-hour internship in the photography department of a magazine, newspaper, wire service, photo agency, or with an editorial photographer. Students have interned at *The Vancouver Sun*, *The Globe and Mail*, *The Toronto Star*, *The Toronto Sun*, *The Ottawa Citizen*, *The Ottawa Sun*, *The Calgary Herald*, *The Windsor Star*, *The Montreal Gazette*, *The Record*, *Reuters*, *Canadian Press*, *Outpost Magazine*, and *Vue Picture Agency*.

NOTE: Students must be prepared for an above-average commitment of time and intensity. Simultaneous part-time employment could prove difficult. Students are strongly encouraged to seek related summer employment between Years One and Two.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$15

Books: \$200 – \$250

NOTE: Students must budget for a 120-hour internship at the end of Year Two. They must also be prepared for additional expenses such as books, cameras and lenses, photographic materials and incidental expenses during assignments and internships. A driver's licence is an asset.

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## EQUIPMENT AND SUPPLIES

Students entering the first year of the program must have a full-function digital SLR camera, as described in the equipment list. Students can expect to spend approximately \$5,500 during the first year of the program. This amount covers the costs of purchasing a digital SLR camera, lens, photographic and miscellaneous supplies as needed to complete assignments. The estimated costs for the second year of the program are \$2,700. For required camera details, please refer to the Photojournalism Equipment and Supply List, mailed to each student when their application is received by the College. The list can also be downloaded as a PDF file from our website at [loyalistcollege.com](http://loyalistcollege.com).

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152

### Recommended academic preparation –

- Computer literacy, basic photography, current events, history, geography, and public speaking.

NOTE: Physical demands of the program require sufficient eyesight to focus cameras in low light levels, and mobility sufficient to follow sports action and breaking news events from a variety of angles.

- (b) **Advanced Standing:** Qualified students may apply for advanced standing in the Photojournalism program. Successful candidates will begin their formal association with the program beginning in January at the start of Semester Two.

Applicants must have prior post-secondary education and be prepared to demonstrate competency in the basics of photography and journalism, based upon the outcomes in Semester One.

Advanced Standing seats are limited and are competitive based on a portfolio submission and interview. Applicants are accepted through May 31 for the following January start.

## OPPORTUNITIES FOR FURTHER STUDY

Graduates from the Photojournalism program can reserve a place in the Sports Journalism or Public Relations post-graduate certificate programs at Loyalist. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

## PHOTOJOURNALISM

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

MEDI	1002	Civic Literacy 1
PHJN	1001	Introduction to Photojournalism
PHJN	1002	History of Photojournalism
PHJN	1003	Photo Seminar
PHJN	1004	Writing for Photojournalists 1
PHJN	1005	Photojournalism Software 1

##### SEMESTER TWO

MEDI	1003	Civic Literacy 2
PHJN	1006	News Photography
PHJN	1007	Lighting for Photojournalists
PHJN	1008	Portfolio Development
PHJN	1010	Multiple Pictures
PHJN	1011	Photojournalism Software 2
PHJN	1012	Writing for Photojournalists 2
PHJN	1014	Global Photojournalism and Ethics
PHJN	1015	Multi Media for Photojournalists 1

#### SECOND YEAR

##### SEMESTER THREE

MEDI	2000	Civic Literacy 3
PHJN	2001	Photo Editing
PHJN	2003	Web Pages and Digital Portfolio
PHJN	2004	Writing for Photojournalists 3
PHJN	2007	Documentary Photography
PHJN	2008	Freelance and Business Practices
PHJN	2009	News Photography 2
PHJN	2010	Multi Media for Photojournalists 2

##### SEMESTER FOUR

PHJN	2005	Publication Lab - Pioneer
PHJN	2006	Staff Photography
PHJN	2011	Documentary Publishing Project
PHJN	2012	Writing for Photojournalists 4
INTN	2002	Photojournalism Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)





# Radio Broadcasting

CONTACT: Steve Bolton EMAIL: sbolton@loyalistc.on.ca

## SEPTEMBER ENTRY

### PROGRAM LENGTH

Two-Year Ontario College Diploma

### HIGHLIGHTS

- Get hands-on professional training in an exciting career that can take you from coast to coast.
- Gain on-air and behind-the-scenes experience at 91X, the College's full-power FM radio station which serves the local region.
- Apply your skills on the job during a four-week internship anywhere in the country.
- Secure a job in an industry with plenty of opportunities for trained professionals, particularly for graduates who are willing to relocate.

### CAREER OPPORTUNITIES

Radio is a critical source of local news, sports, traffic, weather and community events. Graduates find positions as announcers, producers, copywriters, sales and promotional personnel, sportscasters, and radio web managers.

Loyalist graduates work in both large and small markets throughout Canada. In recent years, graduates have found employment in radio stations such as FLY FM Kingston, THE BEAR Ottawa, The WOLF Peterborough, CHFI and CHUM FM Toronto, JACK 96.9 Calgary, Q104 Halifax, and CJAD Montreal.

### PROGRAM DESCRIPTION

This program has been developed in close cooperation with broadcasters from across the country to prepare students to work both behind the scenes and in front of the microphone. Students train in six broadcast-quality control rooms, digital broadcast production facilities and studios. Studies concentrate on all aspects of radio broadcasting including: announcing, operating, programming, production, copywriting, music, regulations, sales and promotions. By the end of their first year, students receive live on-air experience and invaluable behind-the-scenes training at 91X-FM ([www.91x.fm](http://www.91x.fm)). This powerful, far-reaching College community radio station maintains a professional standard so students operate under actual broadcast conditions.

In the second year of the program students deepen their practical experience in radio broadcasting through concentrating on key areas of the industry: Announcing, Copy, Production, Sales, and Promotions. Parallel course material reinforces learning in these areas and in the application of social media in radio broadcasting. Students finish the program in a four-week internship at a faculty-approved radio station of their choice, with the potential to graduate into a job.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$160

Supplies: \$230

NOTE: Students must budget for a four-week internship at the end of their second year. Additional costs, such as travel and parking, may be incurred internships.

### DRIVER'S ABSTRACT

Students are strongly urged to acquire their G level driver's licence during their studies at Loyalist. Students will be permitted to use College-owned vehicles provided they possess a G level licence and a driver's abstract is obtained through application to the Loyalist College Procurement Services department. College insurance covers students using College vehicles while on assignment.

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

Recommended academic preparation –

- English, computers, current events, history, geography, theatre arts/public speaking, music, creative writing, and media technology.

### OPPORTUNITIES FOR FURTHER STUDY

- Graduates from the Radio Broadcasting program can reserve a place in the Sports Journalism or Public Relations post-graduate certificate programs at Loyalist. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.
- Because of their extensive production knowledge, some graduates may pursue college programs in music production.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. A credit transfer agreement is in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# RADIO BROADCASTING

## CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

RADB 1000 The Radio Business 1  
RADB 1001 Announcing Techniques 1  
RADB 1002 Radio Production 1  
RADB 1003 The Evolution of Music  
RADB 1004 Community Connections  
RADB 1009 Radio Writing 1

#### SEMESTER TWO

RADB 1005 Announcing Techniques 2  
RADB 1006 The Radio Business 2  
RADB 1007 Radio Writing 2  
RADB 1008 Radio Production 2  
RADB 1010 Introduction to Radio Sales  
RADB 1013 Radio Promotions

### SECOND YEAR

#### SEMESTER THREE

RADB 2000 Radio Marketing  
RADB 2001 Radio Business 3  
RADB 2002 Radio Production 3  
RADB 2003 CJLX Practicum 1  
RADB 2004 Announcing Techniques 3  
RADB 2005 Creative Copy  
RADB 2012 Career Preparation  
RADB 2018 Radio Online

#### SEMESTER FOUR

RADB 2006 Career Preparation  
RADB 2008 CJLX Practicum 2  
RADB 2010 Radio Business 4  
RADB 2013 Broadcast Management  
RADB 2016 Speaker's Lab  
RADB 2018 Radio On-Line  
INTN 2004 Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

"We play music and talk for a living – how good is that?"

Okay, there's a little more to it. We schedule music and feature programming — voice commercials and station promotions. We give you the serious news, and make you laugh at the end of a hard day. You hear us live from fundraisers and community events. We're the voices on your afternoon drive — country and rock. Music and talking — sincerely, we love this industry."

AFTERNOON DRIVE ANNOUNCERS &  
ASSISTANT MUSIC DIRECTORS

#### **Ryan Lemmon (Sideshow)**

K-ROCK 105.7, KINGSTON  
RADIO BROADCASTING 2005

#### **Wendy Bouwma (Wendy B)**

KIX 93.5, KINGSTON  
RADIO BROADCASTING 2003



# Television and New Media Production

CONTACT: Kathleen Bazkur EMAIL: kbazkur@loyalistc.on.ca

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Three-Year Ontario College Advanced Diploma

## HIGHLIGHTS

- A program unique in Ontario, students develop a full spectrum of skills including television production, digital filmmaking, web streaming, podcasting and DVD authoring.
- Students get 360° experience in integrated content creation by performing a range of production and crew positions in a variety of creative genres.
- Hands-on, high quality equipment (students use high definition field cameras) and facilities prepare grads for the industry.
- A diverse and accessible faculty team with experience at Canada's major broadcasters, production companies and international sporting events including The Olympic Games, The World Cup, NASCAR, and The X-Games.

## CAREER OPPORTUNITIES

- The exciting, creative and innovative world of television and new media production prepares graduates for a varied and diverse career path – including opportunities with content creators at broadcast facilities, specialty and digital channels, independent production, new media, editing, corporate production and related support services.
- Internships in 2nd and 3rd year provide essential industry experience, networking opportunities, as well as relevant additions to résumés.
- Our students have interned at CTV, TSN, City TV, CBC, Rogers Sportsnet, Canwest Global, Corus Entertainment, Cogeco and media companies around the world.

## PROGRAM DESCRIPTION

A unique three-year program that reflects the needs of the rapidly expanding content creation field in the television and new media industries. Students acquire a solid background in all crew positions, as well as specialize in one or two areas of concentration. Ongoing consultation with an advisory committee comprised of national industry leaders also ensures the program reflects this creative and ever-evolving industry.

**First year – Foundation year** – Students learn the essential techniques of content creation and demonstrate their knowledge by performing all production and crew functions in both studio and field environments, as well as post-production. Work begins on scripts that may be developed further in the program.

**Second year – Process year** – Students begin to specialize with crew rotations in their area of interest or expertise. Students produce creative content on multiple platforms, broadcasting across Canada and to the world.

**Third year – Focus year** – Students focus on individual areas of specialization, choosing specific roles in digital filmmaking, remote event production and creating content for outside clients. Scripts written in first year and developed in second year, come to life on the big screen in this year, with a public screening at an area theatre.

The academic year ends with a live awards show celebrating the excitement and creativity of student achievement – *The Sparkies* – in which awards are presented to students in all three years of the program, sponsored by major TV and media companies. The recipient of the Dome Award alone, chosen from first year students, receives \$2,000 towards his or her tuition.

Visit the Television and New Media Production website at [loyalisttv.com](http://loyalisttv.com) to view student work.

View faculty profiles at [loyalist.weebly.com/faculty.html](http://loyalist.weebly.com/faculty.html)

### FIT – FOCUS ON INFORMATION TECHNOLOGY PROGRAM

Loyalist's Television and New Media Production program meets the standards of FIT – an initiative of the federal government that supports the growth of a qualified, motivated and agile information technology workforce. Loyalist is the first community college in Ontario to earn FIT status.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$485

Books and Supplies: \$900

NOTE: Students need to budget for internships in Semester Four (four weeks) and Semester Six (eight weeks).

A valid driver's licence will be of great use in this program, and essential in the industry.

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums.

### DRIVER'S ABSTRACT

Students are strongly urged to acquire their G level driver's licence during their studies at Loyalist. Students will be permitted to use College-owned vehicles provided they possess a G level licence and a driver's abstract is obtained through application to the Loyalist College Procurement Services department. College insurance covers students using College vehicles while on assignment.

### ADMISSION REQUIREMENTS

(a) **Required academic preparation** –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M), or (O) level, and

- Grade 12 English (C) level or equivalent

OR

- mature applicant – see page 152

### Recommended academic preparation –

- Computer literacy, communications technology, basic photography, current events, history, geography, and public speaking. Students must be prepared for an above-average commitment of time and intensity.

- (b) **Advanced standing:** Applicants with prior learning or related work experience may be eligible for credit recognition through Prior Learning Assessment or transfer of credit from another college or university. See page 153 for details.

### OPPORTUNITIES FOR FURTHER STUDY

Graduates from the Television and New Media Production program can reserve a place in the Sports Journalism or Public Relations post-graduate certificate programs at Loyalist. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

### LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Athabasca University

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



Photo by classmate Justen Soule

### Alex Huard

TELEVISION AND NEW  
MEDIA PRODUCTION 2011

At the 2011 Television and New Media Production program's Sparkies award ceremony, the Sony Best Major Production award went to **Resident Dork** produced by Paul Duck and directed by Alex Huard. In Alex's words...

"It's been great. It may sound strange, but I loved being up at 6:00 a.m. preparing for the day's shoot. I loved being on set with the crew and cast, having a blast shooting a zombie movie. And I loved working in the edit suites for hours on end with the post-production crew. We had some challenges, hit a few speed bumps, but what production doesn't? That's what makes the final product so rewarding. When it was complete and I was sitting with my friends watching our production in the movie theatre, I knew – yes, this is what I want to do with my life."

## TELEVISION AND NEW MEDIA PRODUCTION CURRICULUM

### FIRST YEAR

#### SEMESTER ONE

COMM 1016	The Art of Communication
TVNM 1001	Field Production 1
TVNM 1002	TV Post-Production 1
TVNM 1003	Studio Operations
TVNM 1004	TV Computer Graphics 1
TVNM 1005	TV News 1
TVNM 1006	Introduction to TV Presentations
TVNM 1014	TV Technical Operations 1

#### SEMESTER TWO

COMM 1018	Writing for the Screen
TVNM 1007	TV Graphics 2
TVNM 1008	TV News 2
TVNM 1009	Field Production 2
TVNM 1011	TV Technical Operations 2
TVNM 1012	TV Post-Production 2
TVNM 1013	Series Production 1
TVNM 2002	TV Editing Concepts

### SECOND YEAR

#### SEMESTER THREE

TVNM 2000	Consumer Studies
TVNM 2001	TV CGI
TVNM 2005	Advanced Field Production
TVNM 2007	TV Technical Operations 3
TVNM 2008	TV Pre-Production 1
TVNM 2009	Digital Design
TVNM 2010	Job Preparation
TVNM 2018	Lifestyle Programming
TVNM	Studio Production 2

#### SEMESTER FOUR

TVNM 2005	Advanced Field Production
TVNM 2006	TV Programming
TVNM 2012	Commercial Production
TVNM 2015	Advanced Production Techniques
TVNM 2018	Lifestyle Programming
TVNM 2021	Intellectual Property Issues
TVNM 2024	Promos and Film Trailers
TVNM 2025	Master Sessions
TVNM 3001	Pre-Production 2
INTN 2005	Internship 1

### THIRD YEAR

#### SEMESTER FIVE

TVNM 3000	TV Specialization
TVNM 3002	Client-Based Production
TVNM 3004	Freelancing and Entrepreneurship
TVNM 3005	Major Production
TVNM 3007	Advanced TV Criticism
TVNM 3008	Remote Event Production

#### SEMESTER SIX

TVNM 3000	TV Specialization
TVNM 3002	Client-Based Production
TVNM 3003	The Industry
TVNM 3005	Major Production
TVNM 3007	Advanced TV Criticism
TVNM 3008	Remote Event Production
INTN 3000	Internship 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# 3D Video Production


**POST-GRADUATE PROGRAM**

**CONTACTS:** Kathleen Bazkur **EMAIL:** kbazkur@loyalistc.on.ca  
Cathy Goddard **EMAIL:** cgoddard@loyalistc.on.ca

**SEPTEMBER AND LATE MARCH ENTRY**
**PROGRAM LENGTH**

Accelerated Two-Semester Ontario College Post-Graduate Certificate

**HIGHLIGHTS**

- The 3D content creation industry is growing and demand for production personnel with up-to-date skill sets is increasing.
- Students use current software, equipment and production processes.
- Pro Tools Surround Sound is featured.
- Format and delivery of program is unique in North America.

**CAREER OPPORTUNITIES**

Professionals with skills and experience in 3D production are increasingly in demand. Students of this intensive program advance their 2D production and post-production skills in preparation for a wide range of employment opportunities in 3D television, web production, mobile production – or a combination of all three. Graduates have the progressive experience the content creation industry requires.

**PROGRAM DESCRIPTION**

The entertainment industry is embracing new technology on an unprecedented level – and viewers expect the highest quality picture and sound as part of the storytelling experience. In keeping with this development, production personnel with advanced skill sets are in high demand.

The intensive 3DVP program is structured so that students work in small class sizes to get hands-on experience and up-close feedback from faculty. Students use state-of-the art, industry-relevant equipment and software to create a variety of short-format productions as they evolve their practices from 2D to 3D.

Semester One covers all aspects of pre-production, production and post-production for 3D content creation. The differences between 2D and 3D are covered in courses that focus on location planning, single camera and multiple camera production, and editing. In addition, Pro Tools Surround Sound, from location recording to post-production mixing, is featured.

Semester Two involves the creation of independent productions and the evolution of students' video portfolios – with faculty consultation – to incorporate 3D content on a number of platforms.

**APPROXIMATE COSTS (2011-2012)**

Tuition/Ancillary Fees: \$3,393 (two semesters)  
Consumables Fee: \$510

**ADMISSION REQUIREMENTS**

**High School Graduates** – High school graduates must first complete either a college diploma or a university degree.

**Loyalist Graduates** – Graduates from Loyalist College's Television and New Media Production program may reserve a place in the 3D Video Production program. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

**Direct entry from other degree, diploma or advanced diploma programs or work-related experience** – Applicants who have earned a degree or diploma in television or film production from another recognized post-secondary institution are encouraged to apply. In addition, a video portfolio reel demonstrating students' ability to shoot and edit must be submitted. Applicants who have significant career-related experience will be considered for entry based on a review of their demonstrated skills and academic credentials.

**3D VIDEO PRODUCTION**
**CURRICULUM**
**FIRST YEAR**
**SEMESTER ONE**

3DVP 1000	Shooting 3D - Single Camera
3DVP 1001	Shooting 3D - Multiple Cameras
3DVP 1002	Location Planning for 3D
3DVP 1003	Surround Sound in the Field
3DVP 1004	Soundscape Post-Production
3DVP 1005	Editing 3D

**SEMESTER TWO**

3DVP 1006	Production Lab
3DVP 1007	Portfolio

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Public Relations

POST-GRADUATE PROGRAM

CONTACT: Kerry Ramsay EMAIL: kramsay@loyalistc.on.ca

BLOG: www.loyalistpr.com

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Post-Graduate Certificate

## HIGHLIGHTS

- The demand for public relations professionals with specialized communications skills is on the rise.
- Average entry-level salaries for Ontario graduates exceed \$32,000.
- Students are prepared for dynamic opportunities working behind the scenes, in front of the media, or interacting with clients.
- An exciting four-week internship provides valuable industry contacts and experience.
- Many jobs offer extensive opportunities for travel.

## CAREER OPPORTUNITIES

Public relations professionals are increasingly in demand as employers recognize the value of effective message creation and delivery to maintain a solid reputation. Graduates find positions working directly with clients, in public relations firms or working for government, hospitals, schools, businesses, advocacy groups and non-governmental organizations (NGOs).

Typical job functions for entry-level employees include writing news releases, organizing interviews and news conferences, creating visual presentations, and planning special events. There are many varied opportunities for employment as a PR specialist, promotions manager, fundraising coordinator, media relations specialist, public affairs expert, publicist, lobbyist, campaign manager, or one of many other related communication positions.

Public Relations students automatically obtain student membership in both the Canadian Public Relations Society (CPRS) and the International Association of Business Communicators (IABC).

## PROGRAM DESCRIPTION

Creative individuals come to this dynamic profession from diverse backgrounds – from business to non-profit, fitness and the arts. What they have in common are good judgment, excellent communication skills, problem-solving abilities, and enthusiasm for motivating others.

In this intensive, post-graduate program, students learn to write clear, targeted communications materials that deliver messages persuasively. Specific areas of study include: creating effective messages; building relationships with the media and other stakeholders; planning special events; writing and researching communications materials; corporate and non-profit marketing; delivering persuasive presentations; preparing for media interviews; and handling crisis situations. Students also gain in-demand new media skills, including social media and graphics creation. Students learn to market themselves through developing job search and networking skills. Each student receives a weekly subscription to *Marketing Magazine*.

Smaller class sizes and a dedicated faculty combine to create a community of learning that includes a focus on new social media for virtual information exchange. Students finish the program with a four-week internship, which may open the door to future employment.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$305

Books and Supplies: \$500

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

## ADMISSION REQUIREMENTS

**High School Graduates** – High school graduates must first complete either a college diploma or a university degree.

**Loyalist Graduates** – Students enrolled in Loyalist College programs are able to reserve a place in the program providing that they maintain a successful standing in their College program. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

**Direct entry from other degree or diploma programs or work-related experience** – Applicants who have earned a degree or diploma from another recognized post-secondary institution are encouraged to apply. Applicants who have significant work-related experience will be considered for entry based on a review of their demonstrated competencies and academic credentials.

## PUBLIC RELATIONS CURRICULUM

### SEMESTER ONE

- PROM 1000 Introduction to Public Relations
- PROM 1001 Digital Media for Public Relations I
- PROM 1002 Fundraising Fundamentals
- PROM 1003 PR Case Studies I
- PROM 1004 Public Relations Writing I
- PROM 1011 Media Presentations I

### SEMESTER TWO

- PROM 1005 Public Relations Techniques
- PROM 1006 Digital Media for Public Relations 2
- PROM 1007 Presentation Skills and Interviewing
- PROM 1008 Event Management
- PROM 1009 PR Case Studies 2
- PROM 1010 Public Relations Writing 2
- PROM 1013 Four-Week Work Placement

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



**Melissa Gruber**

PUBLIC RELATIONS 2007  
COMMUNICATIONS COORDINATOR, CARFAC NATIONAL (CANADIAN ARTISTS' REPRESENTATION/LE FRONT DES ARTISTES CANADIENS)

**"My two passions – art and politics –  
the perfect combination.**

We're the national voice of Canada's professional visual artists. We defend their economic and legal rights, and advocate for better working conditions. I've been on Parliament Hill and lobbied for change. I've produced newsletters and helped artists navigate the system. I help artists earn a living — and I believe that enriches all our lives."



# Sports Journalism

POST-GRADUATE PROGRAM

CONTACT: Tony Orr EMAIL: [torr@loyalistic.on.ca](mailto:torr@loyalistic.on.ca)

## SEPTEMBER ENTRY

### PROGRAM LENGTH

One-Year Ontario College Post-Graduate Certificate

### HIGHLIGHTS

- A one-year intensive program for students interested in specializing in sports broadcast journalism.
- Students gain skill in reporting, interviewing, editing, shooting and writing with an emphasis on the radio and TV medium.
- Gain on-air experience at 91X, the College radio station, and the College television newscast.
- Students complete a 140-hour internship at a television or radio outlet or in a field related to sports journalism prior to graduation.

### CAREER OPPORTUNITIES

This intensive program allows students to focus on all aspects of sports journalism. Employment opportunities exist across Canada, in small, medium or large markets. Practical hands-on experience prepares students for positions as producers, announcers, writers, researchers, videographers and editors. To maximize career opportunities, graduates should be willing to relocate.

### PROGRAM DESCRIPTION

The emphasis of this program is on sports broadcasting (television and radio), although students will receive instruction in writing for the print and online media. Students will develop skills in interviewing, hosting, editing, shooting and researching. The curriculum includes course content on the history, politics and sociology of sport. Students will learn to apply critical thinking skills and to differentiate sports journalists from sports fans.

Coaching in on-air performance, and play-by-play reporting of live sports events, are integral components of this program. Students will contribute sports reports for the College radio station, 91X FM. They will also produce, report, shoot, edit and host a documentary-style sports program for broadcast on 91X radio.

Students will contribute game reports, profiles and feature sports stories for the College's television newscast. They will also produce, host, report, edit and shoot a documentary-style television sports program.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$305 (students receive a hard drive, audio recorder, thumb drive, microphone, tapes, headphones)

Additional costs, such as travel and parking, may be incurred during placements, internships and practicums

126 *Loyalist College*

## ADMISSION REQUIREMENTS

**Applicants must first complete a college diploma or university degree – preferably in a journalism-related field.**

**High School Graduates** – Students with a high-school diploma are not eligible for direct entry into this program.

**Loyalist Graduates** – Graduates from Loyalist College's Journalism or Photojournalism programs may reserve a place in the Sports Journalism program. Students who identify this choice no later than the third semester, and successfully complete their program, can move directly into the Sports Journalism program. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

**College Graduates** – College graduates with a diploma in a journalism or media-related field are encouraged to apply to this program. Eligibility for students with a college diploma in a non-journalism field will be determined on an individual basis.

**University Degree** – Students with a university degree in a media-related field are encouraged to apply to this program. Eligibility for students with a university degree in a non-journalism field will be determined on an individual basis.

**Work-related experience** – An applicant who has work-related experience in the television, radio or print medium will be considered for entry. Eligibility for admission will be considered on an individual basis after a review of the applicant's demonstrated competencies and academic credentials.

## SPORTS JOURNALISM

### CURRICULUM

#### SEMESTER ONE

- SPJN 1000 Radio Sports 1
- SPJN 1001 Issues in Sport
- SPJN 1002 TV Production Techniques 1
- SPJN 1003 On-Air Performance
- SPJN 1004 Writing and Reporting for Sports

#### SEMESTER TWO

- SPJN 1005 Radio Sports 2
- SPJN 1006 TV Sports & On-Air Performance
- SPJN 1007 Psychology and Sociology of Sport
- SPJN 1008 TV Production Techniques 2
- INTN 1004 Internship

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)





The move from Calgary to Belleville was a major life change for Alexander Sargeant — one he was prepared to make to be able to study with the professors in the Sports Journalism program. Based on their extensive industry experience he felt that learning from them would be to his advantage. The transition into his new environment was made easier with the support of his program peers and athletic teammates. “By playing varsity sports I’ve made some really close friends — ones I believe will be lifelong friendships. These relationships, combined with those I’ve made with my journalism classmates, made me feel very welcome at Loyalist. There were only 13 students in my class — never before have I been part of such a closely-knit group.”

**Alexander Sargeant**  
SPORTS JOURNALISM 2011  
VARSITY BASKETBALL 2010/11

# Athletics at Loyalist



Varsity Basketball



Outdoor Education



Activities in the Sports Dome



Varsity Rugby



Varsity Soccer



Varsity Cross-Country



Varsity Volleyball



Celebrating Men's Rugby OCAA Division II Championship

# School of

# Skills Training

## – SST –

Automotive Service Technician Apprenticeship

Electrical Engineering Technician

Electrical Techniques

Manufacturing Engineering Technician

Mechanical Techniques

Motive Power Fundamentals – Parts and Counter Personnel

Motive Power Technician – Service and Management

Welding Techniques



**Michael Crowe**

WELDING TECHNIQUES 2009  
MECHANICAL TECHNIQUES 2010  
C.N. RAIL

“The faculty in both of the programs I graduated from is great. I am definitely a hands-on learner. As experienced tradespeople they understood the way that my mind works and presented the information with a clear and practical approach. It provided a realistic work environment to train in.

“It’s really exciting that the College built the new skills centre. This progress and growth will allow Loyalist to continue providing current, progressive training in these fields.”

# Automotive Service Technician Apprenticeship Program

CONTACT: Steve Cook EMAIL: scook@loyalistc.on.ca

## HIGHLIGHTS

- Earn as you learn as a paid apprentice.
- Put your problem-solving skills to work in the classroom and on the job.
- The Ministry of Training, Colleges and Universities (MTCU) pays most of the bill.
- Entry-level salaries for a certified technician (after passing the MTCU Certificate of Qualification exam) start at \$35,000 or more.

## CAREER OPPORTUNITIES

With baby boomers retiring, Canada is experiencing an increased need for skilled tradespeople, including automotive service technicians. Graduates may work in service centres, dealerships, parts and service centres, or as insurance adjusters.

## PROGRAM DESCRIPTION

Loyalist offers classroom instruction and hands-on shop experience to train bright, hard-working students to step into the expanding opportunities for automotive service technicians. Apprenticeship is a systematic program of on-the-job training and related classroom instruction operated through the Ministry of Training, Colleges and Universities. Under the direction of the College, the apprentice becomes fully familiar with the materials, tools, principles and skills required in the trade of their choice. The automotive apprenticeship program will typically require three to five years to complete. During that time, the apprentice works for an employer who accepts responsibility for the apprentice receiving proper instruction in all aspects of the trade.

This complete training program of up to 9,000 hours consists primarily of on-the-job training. Part of the apprenticeship agreement will have the employer grant the apprentice time away from the workplace to attend three, eight-week in-school sessions, or three one day a week sessions for eight consecutive months – which are taken at Loyalist. Before this in-school training begins, prospective students must find an employer who is willing to train them as an apprentice. The regional Apprenticeship office arranges scheduling and registration of apprenticeships, and may have a list of interested employers.

Loyalist's program is offered in three stages: Automotive Service Technician Levels I, II, and III. Once the student has successfully completed all three program levels and at least 6,500 hours of on-the-job training, he or she can write a Ministry examination. Upon successful completion of this exam, the Ministry of Training, Colleges and Universities, Program Development and Standards Unit, will recognize the candidate with a Certificate of Qualification.

## APPROXIMATE COSTS

The Ministry of Training, Colleges and Universities pays most of the costs of apprenticeship. Students are responsible for a fee of approximately \$400. Other additional costs for items such as hoist certification training, Ozone Depletion Potential Certification apply at certain levels. Book costs are approximately \$200. (per level)

## ADMISSION REQUIREMENTS

Apprenticeship training is currently available in more than 100 construction, motive power service and industrial trades, and Early Childhood Education. Anyone 16 years of age or over who has acquired a Grade 12 or equivalent level of education can apply. Anyone who does not have a Grade 12 diploma may obtain this qualification through night school or through correspondence courses.

Information concerning qualification requirements leading to certification can be obtained by contacting the Ministry of Training, Colleges and Universities, Program Development and Standards Unit, Mowat Block, 625 Church St., Toronto, Ontario, M7A 2B5, (416) 326-5800. Information is also available from the following regional offices:

Belleville (613) 968-5558

Kingston (613) 545-4338

Pickering (905) 837-7721

Peterborough (705) 745-1918

### Andrew Shantz

AUTOMOTIVE SERVICE TECHNICIAN APPRENTICE

"I feel like I've had the best of both worlds by choosing to take the Automotive Service Technician Apprenticeship program at Loyalist. By choosing a smaller college I'm able to get individual assistance from the professors whenever I need it – yet because of the strong reputation the College has within the industry, Loyalist students have amazing opportunities at both national and international levels. I competed at the Ontario Skills Canada competition in Waterloo, and felt very proud when I placed eighth out of 54. The College prepared me well for this challenge. There's no place I'd rather be than Loyalist."

## **ELTP** Electrical Techniques

# **ELTT** Electrical Engineering Technician – Industrial

**CONTACTS:** Garrett Schultens **EMAIL:** gschultens@loyalistic.on.ca  
Eric Tippelt **EMAIL:** etippelt@loyalistic.on.ca

### **SEPTEMBER ENTRY**

### **PROGRAM LENGTH**

Electrical Techniques: One-Year Ontario College Certificate  
Electrical Technician: Two-Year Ontario College Diploma

### **HIGHLIGHTS**

- Practical, real-life, skills-oriented technology program.
- The program will give you the skills and knowledge foundation you need for success in the electrical industry.
- Active, involved instructors with a strong commitment to our students' success.
- Wide range of career path options.

### **CAREER OPPORTUNITIES**

Electricity is the energy of the future and the world will need more and more skilled and knowledgeable people that can work in this broad and growing field.

The manufacturing facility of the future requires employees with technical skills, especially those of an electrical technician. Machines will be doing the assembly line work and industry will require trained, skilled people to install, configure, service and run this technology. The Loyalist College Electrical program is especially geared to provide you with the skills necessary for employment in tomorrow's economy.

Some of the best employment in the electrical industry is in industrial automation. This is a prime focus of the program, and involves such technology as programmable logic controllers, variable frequency drives, industrial networking, human machine interfaces, robotics, instrumentation and motion control.

Many Loyalist graduates go on to pursue electrical apprenticeships to become industrial, commercial or residential electricians. The Electrical Skills program at Loyalist provides you with the knowledge and skills needed to be of value to any employer seeking electrical apprentices who can learn and grow on the job.

Electrical distributors, manufacturers and wholesalers, among others, are in need of competent, knowledgeable people to employ for technical sales and sales support, and as system integrators to design and specify customer solutions in the electrical field.

Electrical generation is done by a range of means including nuclear, thermal, hydro, wind and solar. Loyalist students graduate with the firm foundation to succeed in the power generation field as it grows and develops.

Transportation will also be electrically-driven. From cars to trains to buses, all will use electrical propulsion. With a solid base in electrical skills, graduates will be able to work on the transportation systems of the future.

### **PROGRAM DESCRIPTION**

The Electrical programs have a strong emphasis on practical, real-life learning and skills. As well, the Electrical Skills program provides an environment to develop a one-on-one relationship with your instructors. The faculty is engaged, involved with the students and always ready to provide the support needed to succeed.

The first-year program, Electrical Techniques, focuses on building the knowledge and skills that provide a solid foundation for work in the electrical field. Courses focus on a working understanding of electricity and electronics and on learning the fundamental skills required in jobs in the electrical field. Students are taught basic electricity and electronics, electrical installation skills, motor control and the basics of industrial processes – including programmable logic controllers (PLCs) and fluid power and control. As well the students are given a solid grounding of the Ontario Electric Code.

The second-year program, Electrical Technician, builds on the skills and knowledge foundation of the first year. Emphasis is on industrial automation and skills in installing, configuring, maintaining, servicing and calibrating industrial systems. Included in this is industrial robotic systems. As well, courses in technical math and real-life business fundamentals are taught to ensure that students have the practical knowledge to succeed in whatever aspect of the electrical field they will enter.

### **RELATED PROGRAMS**

- Mechanical Techniques
- Manufacturing Technician

### **APPROXIMATE COSTS (2011-2012)**

Tuition/Ancillary Fees: \$3,393 (two semesters)  
Consumables Fee: \$285  
Books and Supplies: \$1,500

## ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
- Grade 12 English (C) level or equivalent, and
- Math – Grade 11 minimum, Grade 12 preferred (must be able to do basic algebra)

OR

- mature applicant – see page 152

Recommended academic preparation –

- Math MCT 4C

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details.

Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

“I work in an industrial setting which is perfect for learning all aspects of the electrical trade. I’m working with single-phase and three-phase power, PLCs and a wide variety of electrical equipment. The apprenticeship program in Alberta is four years of hands-on learning. As someone entering the electrical field, work experience at Lakeside Packers is extremely valuable. With this experience contractors and other companies will literally fight to have you on their staff.”

### Kelly Linn

ELECTRICAL TECHNIQUES 2006  
ELECTRICAL TECHNICIAN APPRENTICESHIP,  
LAKESIDE PACKERS

“Kelly has been a great addition to my department. He has learned many of the control systems here and continues to learn more every day. The electrical background that he learned at Loyalist has benefited him a great deal. He knew how to troubleshoot schematics and wiring diagrams efficiently and can now basically repair almost anything we have here. He’s furthering his training by going through the apprenticeship program, working toward becoming a journeyman electrician.”

### Colin Fewer

ELECTRICAL SUPERINTENDENT, LAKESIDE PACKERS

## ELECTRICAL TECHNIQUES

### ELECTRICAL ENGINEERING TECHNICIAN

#### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

BUSI	1013	Occupational Health and Safety
ELTP	1001	Electrical Theory 1
ELTP	1002	Prints and Fabrication
ELTP	1003	Industrial Communications
ELTP	1005	Industrial Control
ELTP	1008	Network Cabling
ELTP	2010	Student Success

##### SEMESTER TWO

ELTP	1000	Industrial Control Electronics
ELTP	1006	Industrial PLC Control
ELTP	1007	Electrical Theory 2
ELTP	1009	Fluid Power and Control
ELTP	1010	Installation Practices
ELTP	1011	Safety and Electrical Code
ELTP	1012	Electrical Distribution Systems

#### SECOND YEAR

##### SEMESTER THREE

ELTP	2000	Codes and Installation Practices
ELTP	2001	Programmable Logic Controllers 2
ELTP	2003	Instrumentation Systems
ELTP	2008	Production Systems and Industrial Drawings
MATH	1018	Technical Math 1

##### SEMESTER FOUR

ELTP	2004	Motion Control
ELTP	2005	Instrumentation and Digital Control
ELTP	2006	Advanced Motor Control
ELTP	2007	Control System Interface
ELTP	2009	Business Fundamentals
MATH	2008	Technical Math 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Manufacturing Engineering Technician

CONTACT: John Poste EMAIL: [jposte@loyalistc.on.ca](mailto:jposte@loyalistc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

Two-Year Ontario College Diploma

## HIGHLIGHTS

- The manufacturing sector accounts for one in five jobs in Ontario, and employers need skilled workers to compete globally.
- Invest in your future with a strong combination of mechanical and electronic skills.
- Entry-level salaries vary from the mid-\$30,000 range to over \$40,000.
- Earn a certificate in Mechanical Techniques after one year of study.
- Enjoy using the latest industry tools and technologies in Loyalist's well-equipped labs.
- Use the latest CNC Mill with automated tool changing technology.

## CAREER OPPORTUNITIES

This program prepares graduates for the many and varied tasks that make up the growing field of manufacturing engineering. Graduates are employed as maintenance planners, performance lab coordinators, design verification technicians, and CNC programmers, Cad Technicians, Buyers, Quality Control and Continuous Improvement technicians in a variety of industries from large machine shops to large manufacturing, design/build facilities and food processing. Graduates are also involved in fabrication and improvement of PLC-based equipment.

## PROGRAM DESCRIPTION

Programmable Logic Controllers (PLCs) make it possible for technicians at a computer to control events on the factory floor. To succeed in today's industrial environment, graduates need a combination of mechanical and electronic expertise. Loyalist is meeting that need, giving graduates strong skills and knowledge of CAD, machine design, motion control and manufacturing principles.

Detail-oriented students who enjoy using computers will find many opportunities for computer-based design, including AutoCAD, PLC programming, Autodesk Inventor (CAD-based mechanical design) and CAD/CAM. Students will also gain a solid understanding of machine design, tool control and development, numerical control programming and statistical quality

control. The positive learning environment includes well-lit, roomy labs with a brand new CNC turning machine, brand new CNC milling machine, new engine lathes and design simulation software.

Students who successfully complete the first year of the program will also be awarded a certificate in Mechanical Techniques.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$1,450

## ADMISSION REQUIREMENTS

### (a) Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

### Recommended academic preparation –

- Grade 12 mathematics
- Courses in CADD, chemistry, manufacturing, welding and computers

## LOYALIST/UNIVERSITY TRANSFER

Turn your diploma into a degree. Credit transfer agreements are in place with the following institutions as of September 2011:

Algoma University College

Davenport University

Griffith University

Laurentian University

University of Ontario Institute of Technology

Visit [loyalistcollege.com](http://loyalistcollege.com) – *Programs and Courses* – for details. Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.

# MANUFACTURING ENGINEERING TECHNICIAN CURRICULUM

## FIRST YEAR

### SEMESTER ONE

COMP 1017	Computer Applications 1
ELEC 1003	Electrical Fundamentals
MANU 1000	Machine Tools 1
MANU 1003	Welding Theory 1
MANU 1006	Fluid Power 1
MANU 1009	Blueprint Reading 1
MATH 1014	Technical Math 1
MECH 1001	Machine Maintenance 1
MECH 1002	Welding 1

### SEMESTER TWO

BUSI 1013	Occupational Health and Safety
ELEC 1004	Electrical Fundamentals 2
MANU 1004	Manufacturing Processes
MANU 1008	Fluid Power 2
MATH 1016	Technical Math 2
MECH 1003	Blueprint Reading and CAD 2
MECH 1004	Machine Tools 2
MECH 1006	Machine Maintenance 2
MECH 1007	Welding 2
MECH 1008	Welding Theory 2

## SECOND YEAR

### SEMESTER THREE

CADD 2002	Computer Aided Design 3
ELEC 3001	Programmable Logic Controllers
MANU 2000	Engineering Materials
MANU 2002	CNC Machining
MANU 2005	Quality Control
MANU 2008	Production Systems

### SEMESTER FOUR

CADD 2003	Computer Aided Manufacturing
CADD 2004	Computer Aided Design 4
MANU 2004	Tool Design
MANU 2006	Machine Design
MANU 2007	Manufacturing Automation

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)



### Ira Hewton

MANUFACTURING ENGINEERING TECHNICIAN 2010  
QUALITY CONTROL TECHNICIAN, CARILLION CANADA INC.  
ON THE STEEL RIVER BRIDGE NEAR TERRACE BAY AS PART OF THE  
OPEN ONTARIO PLAN.

"Initially I applied for a lab technician position with the company. When my résumé was reviewed I was offered a job as a Quality Control Technician because of the value of my Loyalist training.

"While in school it is hard to anticipate exactly what you will be doing in the field because each job has different requirements. My faculty prepared me in that they taught me to think quickly and learn the job requirements so that I am useful to my employer. They were very knowledgeable and helped me in building my confidence and preparing to begin my new career with assurance.

"I like the fact that I am part of something that will be around much longer than I will. This is only the start of my career. Who knows what other exciting projects are in store for me with Carillion."



# Mechanical Techniques

CONTACT: John Poste EMAIL: [jposte@loyalstc.on.ca](mailto:jposte@loyalstc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Make a lucrative living, with average starting salaries over \$32,000, and the potential for much more with experience.
- Learn from experienced faculty members who understand what's needed to succeed in industry.
- Use leading-edge simulation software to design and demonstrate hydraulic circuits.
- Use the latest in laser alignment technology.
- Learn about pumps and bearings.
- Get an edge when seeking a highly competitive apprenticeship.
- With bridging courses, you can enter Year Two of the Manufacturing Engineering Technician program and complete a diploma in just one more year.

## CAREER OPPORTUNITIES

As industries update their equipment and procedures to become more competitive, they need skilled people who can keep the equipment running smoothly. Graduates are prepared to assume roles in the planning and supervision of maintenance work in industries of all kinds. They are employed as industrial mechanics, welders, and manufacturing senior maintenance technicians, and are able to assist in basic electrical troubleshooting. This is a growing trade that offers opportunities for men and women in every community and in a wide variety of shops and plants.

Competition for apprenticeships is fierce, and a certificate from Loyalist provides an edge when applying to apprentice as an industrial mechanic, millwright, machinist, or to any of the over 140 other apprentice trades in Ontario. Graduates are entitled to write the provincial test for an exemption from Level I of the in-school portion of the Industrial Mechanics apprenticeship. Apprenticeship candidates who have passed the exam are attractive to employers, as they do not need to leave the workplace to attend school.

## PROGRAM DESCRIPTION

A knowledgeable faculty brings to life this program based on the same curriculum standards as apprenticeship training for Industrial Mechanics. High school graduates and mature applicants who may have taken welding or machine shop enjoy the program. Learning is based on practical, hands-on shop work backed up by theory. Shop work includes welding, machining, maintenance procedures, fluid power and electrical circuits. These are supported by classroom lessons in maintenance theory, preventative maintenance and manufacturing.

Students also explore design using AutoCAD, and the interpretation of engineering drawings. Special emphasis is placed on the diagnostic and troubleshooting aspects of the trade.

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Books and Supplies: \$1,300

## ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR

- mature applicant – see page 152

Recommended academic preparation –

- Welding and machine shop experience are highly recommended.

## OPPORTUNITIES FOR FURTHER STUDY

Students who successfully complete additional courses in Math and Manufacturing Processes can enter directly into the second year of the Manufacturing Engineering Technician program to earn an Ontario College Diploma in one additional year.

## MECHANICAL TECHNIQUES

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

COMP 1017	Computer Applications 1
ELEC 1003	Electrical Fundamentals 1
MANU 1000	Machine Tools 1
MANU 1003	Welding Theory 1
MANU 1006	Fluid Power 1
MANU 1009	Blueprint Reading 1
MECH 1001	Machine Maintenance 1
MECH 1002	Welding 1

##### SEMESTER TWO

BUSI 1013	Occupational Health and Safety
ELEC 1004	Electrical Fundamentals 2
MANU 1008	Fluid Power 2
MECH 1003	Blueprint Reading 2
MECH 1004	Machine Tools 2
MECH 1006	Machine Maintenance 2
MECH 1007	Welding 2
MECH 1008	Welding Theory 2

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

## **MPFP** Motive Power Fundamentals – Parts and Counter Personnel

## **MPTN** Motive Power Technician – Service and Management

**CONTACTS:** Gerry Byrd **EMAIL:** gbyrd@loyalistc.on.ca  
Steve Cook **EMAIL:** scook@loyalistc.on.ca

### SEPTEMBER ENTRY

### PROGRAM LENGTH

Fundamentals: One-Year Ontario College Certificate  
Technician: Two-Year Ontario College Diploma

### HIGHLIGHTS

- Steer your ambition toward a fulfilling career in the fast-paced, ever-changing automotive trade.
- Your studies at Loyalist may lead to an apprenticeship as an automotive technician – or provide a solid foundation leading to a career as a truck and coach technician, heavy equipment technician, or marine/power sport technician. Graduates may also gain employment with a variety of parts and service organizations.
- Motive Power courses provide students with the building blocks to become technicians mentioned above or start their own business.
- Male and female graduates of this program are in demand across Canada.

### CAREER OPPORTUNITIES

The image of motive power tradespeople has evolved from stereotypical greasy mechanics to skilled workers who possess refined knowledge, diagnostic abilities and computer skills. Graduates work in both large and small organizations, such as dealerships, manufacturers, service and repair shops, parts distributors, retail stores, wholesalers, insurance appraisers and adjustors, and manufacturing plants for automotive-related items. Their activities may include repairs, writing customer service orders, sales, customer relation representatives, parts counter service, warranty claim processing, supervision, and insurance appraisal.

Graduates of the one-year certificate program are prepared for careers as parts and counter personnel, with entry-level salaries starting from approximately \$30,000. Employable skills learned in the program can help them enter into an apprenticeship as an Automotive Technician, or they may choose to continue in the second year and complete a diploma.

A two-year technician diploma prepares graduates with two additional levels of in-class apprenticeship training. Students possess the knowledge to progress to a position as a technician, as well as the practical training to manage a small business or franchise. Entry-level salaries start from approximately \$35,000.

### PROGRAM DESCRIPTION

In their first year, students in both programs study basic automotive theory, as well as components from Level I of the Automotive Technician apprenticeship curriculum.

In the second year, students are given training that closely resembles Levels II and III of the apprenticeship curriculum. In addition to the above training students are given the opportunity to gain knowledge in small business management, management principles, and safe environmental practices.

This is not an apprenticeship program. However, the instruction incorporates a large component of the in-class curriculum for apprenticeship. Graduates who wish to pursue an apprenticeship with an employer may obtain cross-accreditation from their regional apprenticeship office.

### APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$140

Books and Supplies: \$1,000

### ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses at the general, advanced, (C) (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- mature applicant – see page 152

Recommended academic preparation –

- Grade 12 mathematics



## OPPORTUNITIES FOR FURTHER STUDY

Graduates may enhance their education or occupational qualifications through apprenticeship or further study. Some institutions may award credit recognition toward a college diploma or university degree.

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Laurentian University

University of Ontario Institute of Technology

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Graduates may contact the university to make individual arrangements. Informal agreements are in place with other institutions and new transfer agreements are added annually.



**Ryan Hunt**

MOTIVE POWER TECHNICIAN – SERVICE AND MANAGEMENT 2011

"I've always been fascinated with cars and understanding how they work. I love the challenge of diagnosing a problem, fixing it and then sending the customer on their way. We, as students in this program, understand the importance of maintaining our vehicles and our responsibility to do so. We are fortunate to have faculty who are so knowledgeable in new automotive technology. Their leadership is preparing us to enter the field as skilled and socially responsible professionals."

## MOTIVE POWER FUNDAMENTALS – PARTS AND COUNTER PERSONNEL

## MOTIVE POWER TECHNICIAN – SERVICE AND MANAGEMENT

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

AMST 1000	Trade Calculations
AMST 1001	Basic Auto Skills
COMM 1012	Business Communications
COMP 1009	Computers

##### SEMESTER TWO

AMST 1007	Parts and Supplies
AMST 1020	Applied Work Practices 1
AMST 1021	Engine Systems 1
AMST 1022	Electrical, Electronics and Fuel 1
AMST 1023	Gear Trains 1
AMST 1024	Suspension, Steering, Brakes 1
BUSI 1012	Small Business Management 1
COMM1013	Interpersonal Skills

#### SECOND YEAR

##### SEMESTER THREE

AMST 2000	Applied Work Practices 2
AMST 2001	Engine Systems 2
AMST 2002	Electrical, Electronics and Fuel 2
AMST 2003	Gear Trains 2
AMST 2004	Suspension, Steering, Brakes 2
BUSI 2007	Small Business Management 2

##### SEMESTER FOUR

AMST 2005	Applied Work Practices 3
AMST 2006	Engine Systems 3
AMST 2007	Electrical, Electronics and Fuel 3
AMST 2008	Gear Trains 3
AMST 2009	Suspension, Steering, Brakes 3
AMST 2010	Environmental Impacts
MGMT 2006	Applied Management Principles

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Welding Techniques

CONTACT: John Grieve EMAIL: [jgrieve@loyalistc.on.ca](mailto:jgrieve@loyalistc.on.ca)

## SEPTEMBER ENTRY

## PROGRAM LENGTH

One-Year Ontario College Certificate

## HIGHLIGHTS

- Gain the experience needed to succeed in the growing and demanding fields of welding and fabrication.
- Acquire the knowledge and confidence required as a Welder Fitter – you could be involved in the construction and fabrication of mining equipment, machinery, bridge truss systems, transportation such as subway cars, buses, and the aerospace fields.
- Learn to interpret engineering drawings, as well as industry codes, standards, and welding procedures.
- Earn outside certificates as a Certified Welder, Structural Steel Plate Fitter or become a Certified Welding Inspector.
- Base salaries start at \$32,000. With experience and government certification potential earnings increase substantially to \$45,000 plus.

## CAREER OPPORTUNITIES

The Welding Techniques Certificate prepares graduates to enter a wide range of occupations, including Certified Welder, Welder Fitter, Apprentice Welder, Apprentice Structural Steel Plate Fitter, Apprentice Boilermaker, Apprentice Construction Millwright, Apprentice Ironworker, Apprentice Pipe Fitter, and Inspection.

## PROGRAM DESCRIPTION

Welding Techniques is a two-semester certificate program. Students learn and develop the skills and knowledge required to enter the welding, fabrication and millwright industry.

Through hands-on learning in our shops – equipped with welding, cutting and testing equipment – graduates are prepared to meet industry standards and requirements. They learn to interpret blueprints, welding symbols, fitting techniques, semi automatic cutting, robotics, welding ferrous and non-ferrous metals, along with welding pipe, channel, and other structural forms. Students also learn structural layout and inspection of weld defects while developing skills required in the industry. Applicants with work experiences or other types of non-credentialed learning may be eligible for credits and are able to challenge the first level of the Welding Apprenticeship (fee pending).

Students are also able to obtain certification with the Canadian Welding Bureau (C.W.B.) in our test centre for the following welding certificates:

- Gas Metal Arc Welding (G.M.A.W.) Flat Position
- Gas Tungsten Arc Welding (G.T.A.W.) Fillet
- Shielded Metal Arc Welding (S.M.A.W.) Four Positions
- Flux Cored Arc Welding (F.C.A.W.) Flat Position
- Metal Cored Arc Welding (M.C.A.W.) Flat Position
- Also offered is the Welding Inspector Certificate through the Canadian Welding Bureau Centre for Learning (part of the C.W.B. Group)

## APPROXIMATE COSTS (2011-2012)

Tuition/Ancillary Fees: \$3,393 (two semesters)

Consumables Fee: \$20

Books: \$650; Supplies: \$250

## ADMISSION REQUIREMENTS

Required academic preparation –

- OSSD/OSSGD or equivalent with courses in the general, advanced, (C), (U), (M) or (O) level, and
  - Grade 12 English (C) level or equivalent
- OR
- Mature applicant – see page 152

Recommended academic preparation –

- Welding and grade 12 mathematics

## WELDING TECHNIQUES

### CURRICULUM

#### FIRST YEAR

##### SEMESTER ONE

BUSI 1013	Occupational Health and Safety 1
COMP 1017	Computer Applications 1
MATH 1027	Technical Math 1
WELD 1000	Welding 1
WELD 1001	Welding Theory 1
WELD 1002	Blueprint Reading and Layout 1

##### SEMESTER TWO

MATH 1028	Technical Math 2
WELD 1003	Welding 2
WELD 1004	Welding Theory 2
WELD 1005	Blueprint Reading and Layout 2
WELD 1006	Metallurgy 1

For course descriptions, visit [loyalistcollege.com](http://loyalistcollege.com)

# Access Programs

College Prep  
Community Employment Services  
Literacy and Basic Skills (L.B.S.)



"When I left the Canadian Air Force it had been 33 years since I had attended high school. I felt that I needed an academic tune up to enter a full-time college diploma program so registered in College Prep. I'm now in my second year of Business Administration at Loyalist. I tell everyone I know about my positive experience with College Prep and have given the information to my military case manager to pass on to other releasing members."

**Doug Bate**  
COLLEGE PREP

# Continuing Education



# LTKC

Loyalist Training and Knowledge Centre

# College Prep Program (Academic and Career Entrance Program)

CONTACT: Brian Gibb EMAIL: bgibb@loyalistic.on.ca

Phone: 613-969-1913, ext. 2306

## MONTHLY ENTRY

### PROGRAM LENGTH

Varies according to different entry levels, determined by an interview process and an assessment of acquired skills and program needs.

### HIGHLIGHTS

- Earn your Grade 12 Equivalency and increase your job opportunities.
- Upgrade your qualifications for admission to post-secondary college programs.
- Gain guaranteed admission into a Loyalist post-secondary program upon graduation, subject to available seats. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.
- Tuition costs are covered for most students. In some cases, help with travel and daycare costs may be available.
- If you enter at a Grade 9 level, you could have your Grade 12 Equivalency within nine months.

### CAREER OPPORTUNITIES

A Grade 12 or Equivalent is required by most employers. The College Prep Program is a springboard into a better job, or further studies at college. The program:

- allows mature students to earn their Grade 12 Equivalency
- allows high school graduates to upgrade or refresh their knowledge and skills
- improves qualifications to apply to college programs
- provides graduates with guaranteed admission into a Loyalist post-secondary program, subject to available seats. Students must apply through [ontariocolleges.ca](http://ontariocolleges.ca) to be considered for admission.

### PROGRAM DESCRIPTION

This is a high school equivalency program. Students who complete all the required courses will be able to apply to college programs, and they are guaranteed seats in Loyalist programs. Subjects can be arranged in combinations to meet students' needs.

### APPROXIMATE COSTS

Free for most students. Financial help may be available for travel and daycare costs.

### ADMISSION REQUIREMENTS

This flexible program is for adults 18 years of age or older who have not yet earned their high school diploma, or who graduated from Grade 12 but need to refresh their knowledge and skills to help them get into college. An interview process will determine the levels at which applicants enter the program.

## COLLEGE PREP PROGRAM

### CURRICULUM

Math 1: Arithmetic and Intro to Algebra  
Math 2: Algebra  
Math 3: Ratio, Proportion and Percentage  
Math 4: Trigonometry 1  
Math 5: Level 3 Exam (Grade 10 Equivalent)  
Math 6: Trigonometry 2  
Math 7: Linear and Conics Functions  
Math 8: Quadratics  
Math 9: Applied Algebra  
Math 10: Investment

English 1: Language Basics and Composition 1  
English 2: Language Basics and Composition 2  
English 3: Persuasive Composition; News and Views  
English 4: Business Communications  
English 5: Level 3 Exam (Grade 10 Equivalent)  
English 6: Essays  
English 7: Essays through Literature  
English 8: Research and Report Writing 1  
English 9: Research and Report Writing 2  
English 10: Seminars and Presentations

Computers 1: Fundamental computer operations, keyboarding skills  
Computers 2: Using word processors  
Computers 3: Excel, PowerPoint  
Computers 4: Microsoft Access

### WITH ONLINE COURSES AVAILABLE IN:

- Biology
- Chemistry
- Communications
- Computers
- Mathematics
- Physics
- Self management – self direction

# EMPLOYMENT ONTARIO

## Community Employment Services

BELLEVILLE: 613-966-0205 [communityemploymentservices.ca](http://communityemploymentservices.ca)  
BANCROFT: 613-332-1743 [loyalistbancroft.com](http://loyalistbancroft.com)

Community Employment Services offers a range of resources, supports and service components to respond to the career and employment needs of individuals and the skilled labour needs of employers – and can assist individuals on a path to higher skills training and employment. The five (5) components of Community Employment Services provide a highly flexible tool kit that can be customized to a client's particular needs.



### CLIENT SERVICE PLANNING AND COORDINATION (CSPC)

CSPC is the key component of Community Employment Services. All individuals have access and there are no eligibility requirements. CSPC provides the initial point of contact for individuals seeking to access our Community Employment Services program.

### RESOURCE AND INFORMATION (RI)

RI is a labour market service for the community that provides information on local training and employment opportunities. Some services may include information on career and training, literacy and academic upgrading, and registrations for education and training and income support. Clients utilizing this service will have access to our resource centre including high speed internet, printing, photocopying and faxing.

### JOB SEARCH

Structured and individualized support is provided to clients in order for them to have a successful job search. Employment Consultants help clarify clients' employment and training needs.

### JOB MATCHING AND PLACEMENT INCENTIVES

This component of Community Employment Services provides matching and job placement services to clients who need additional help with their job search. These clients may benefit from more in-depth job coaching, mentoring and job retention techniques.

### OTHER COMMUNITY AND EMPLOYMENT ONTARIO (EO) PROGRAMS

Community Employment Services offers information on many community programs, as well as other EO programs such as Second Career, Apprenticeship, Literacy and Basic Skills, and/or other services that support employability and/or training.

## Literacy and Basic Skills (L.B.S.)

CONTACT: Brian Gibb EMAIL: [bgibb@loyalistc.on.ca](mailto:bgibb@loyalistc.on.ca)  
Phone: 613-969-1913, ext. 2306

### MONTHLY ENTRY

### PROGRAM LENGTH

Varies, depending on student needs.

### HIGHLIGHTS

- Build skills and confidence that will enhance your career opportunities and quality of life.
- Enjoy small class sizes and a lot of individual attention.
- Attend full-time or part-time, and learn at your own pace.
- It's free! Tuition is fully funded by the provincial government.

### CAREER OPPORTUNITIES

Students enroll in the L.B.S. program for a variety of reasons, from developing the skills to better help children with home work, to paving the way toward high school equivalency and post-secondary education. The knowledge and skills acquired in L.B.S. can help students make the most of their jobs, and give them more confidence in their everyday lives. Participants use this program as a launching point for their personal and career goals.

### PROGRAM DESCRIPTION

L.B.S. combines academic upgrading, training readiness, career and personal development, and job-search skills. Individualized programs are provided for students who may attend full- or part-time. Subjects include reading, writing, spelling, grammar, computers, mathematics and science.

Levels 3 through 5 are offered through the Belleville campus. Then, if desired, students can move on to higher-level secondary school classes. Friendly staff will help students identify which level is best for them. The program is designed around small class sizes for optimum individual attention. Faculty members create a positive learning environment, and encourage students to learn at their own pace. Teaching is based on practical knowledge and situations that students can apply in their everyday lives.

### APPROXIMATE COSTS

Tuition is free for all students. This program is funded by the Ontario Ministry of Training, Colleges and Universities, and Employment Ontario. Students may receive assistance with child care and transportation costs.

### ADMISSION REQUIREMENTS

Anyone 18 years of age or older can apply.

# Continuing Education

**MANAGER:** Trudie Lake **EMAIL:** [tlake@loyalistc.on.ca](mailto:tlake@loyalistc.on.ca)

Whether you wish to turn your passion into a career or keep up with the continually changing business world, the School of Continuing Education can help you with over 1,000 part-time and distance education opportunities available through monthly and semester start dates. Pursue educational goals through online learning, correspondence, evening classes on the main campus or at one of five off-campus locations. Flexibility allows you to complete a certificate, diploma or apprenticeship in 47 areas of study – while maintaining your full time job and other responsibilities.

Many of the part-time programs are eligible for Employment Ontario and OSAP funding assistance.

For an extensive list of part-time and distance opportunities go to **loyalistfocus.com** and select the certificate section.

## CREDIT COURSES

Through our part-time programming, we endeavor to offer as many post-secondary credit courses or equivalencies as enrollment criteria and field placement/practicum requirements permit.

## VOCATIONAL/ARTS/INTEREST COURSES

With an abundance of talented artists, artisans, musicians, dancers, photographers, and crafts people in the Quinte area, we offer you the expertise of some of the most outstanding teachers in the province. Our new Sustainable Skills, Technology and Life Sciences Centre will provide the perfect backdrop to acquire up-to-date skills and technology knowledge to advance your career or enhance your own personal development.

## DIPLOMA IN MILITARY ARTS AND SCIENCES (DMASc)

*(Online Delivery Only)*

Through an innovative partnership with the Royal Military College (RMC) and the Canadian Defence Academy, Loyalist College offers this exciting diploma entirely online. The DMASc program is intended for Non-Commissioned Members (NCMs) of the Canadian Forces, members of the Canadian Forces and their dependents, DND personnel, and the general public. The DMASc is designed to provide participants with the essential skills and knowledge required to excel in the modern military or in large organizations by focusing on leadership, critical thinking, military studies, resource management and communication. NCMs taking the program will receive credit for professional development already completed through the military. DMASc graduates may qualify for advanced standing in the Bachelor of Military Arts and Science offered at RMC. For more information, refer to the course transfer guide, which is available online at **loyalistfocus.com**.

This program is considered a two-year diploma, however students will have up to 10 years to complete the requirements. PLEASE NOTE: Students must obtain a grade of 60% or higher in all classes to obtain this diploma.

## Admission Requirements:

Military Status or Mature Student or OSSD

*For more details on this diploma please visit: [loyalistfocus.com](http://loyalistfocus.com), select Certificates and then select Diploma in Military Arts and Sciences from the list.*

## APPRENTICESHIP AND DESIGNATION PROGRAMMING

Loyalist is the only college in Ontario that offers Early Childhood Education (ECE) Apprenticeship and Developmental Services Worker (DSW) Apprenticeship by distance education. Accessibility, flexibility, outstanding curriculum, and knowledgeable instructors ensure that these human services apprenticeships will prepare you for a successful career.

In cooperation with professional associations such as the Ontario Building Officials Association, Canadian Association of Production and Inventory Control, and the Canadian Payroll Association, Loyalist provides you with the opportunity to work towards professional certification in a wide range of specialized fields.

## DISTANCE EDUCATION – ONLINE AND CORRESPONDENCE PROGRAMMING

The accessibility, flexibility, and immediacy of learning at a distance is increasingly important to learners. Through online virtual classrooms or correspondence, you can complete a certificate, professional designation, diploma or a single course – with many starting every month. High demand programs such as the Food Service Worker certification, the Office Administration diploma and the new Internet Applications and Web Development certificate and diploma, offer you employment ready skills and can be taken from your home or office. With over 900 courses available online through the OntarioLearn consortium, achieving your educational goals can become a reality.

## OFF-CAMPUS COMMUNITY LOCATIONS

In addition to our Belleville and Bancroft campuses, we offer programming in Brighton, Picton, Trent Hills (Campbellford, Hastings, Warkwarth) and Trenton. See page 24 for more information about our Bancroft campus and eLab opportunities.

**loyalistfocus.com**

email: [coned@loyalistc.on.ca](mailto:coned@loyalistc.on.ca)





Our goal is simple – your success. Our specialty is workplace learning and performance. For organizations, we aim to be part of your business team. For individuals, we’re here as part of your career planning.

Our pledge is *Skills that WORK*, so that you, your people and your organization flourish. By flourish, we mean we are acutely aware of ROI and the goal of any investment – bottom line. Our best clients have a specific training need, either for management development or new skills for workers. They need responsiveness that goes beyond simply scheduling courses – to helping manage scheduling and obtain funding.

So however you’re looking to leap forward – upgrading skills or efficiency, growing sales or management skills, or keeping qualifications current – consider Loyalist College your Training and Knowledge Centre.

Browse the courses on our website [www.loyalisttraining.com](http://www.loyalisttraining.com) and see what suits your needs. If you don’t see what you’re looking for contact us at [ltkcc@loyalisttraining.com](mailto:ltkcc@loyalisttraining.com) – we’re here to help.

### For Yourself

We’re your bridge between a job and a career. Now, more than ever, you may want to qualify for a better position, increase your chances for a promotion or apprenticeship – even start a whole new career. Many courses are eligible for Skills Development or Second Career funding. We can advise and help you apply.

### Corporate and Business Training

Whether you need Corporate Leadership, or Specific Skills Training we’re ready for you – we’ll even conduct sessions at your workplace. And since your needs may be unlike any others, we’re ready to customize and provide precisely what you need.

### Our Unique Four-Step Learning System

Our system has made us one of the most highly respected training and development centres for small and medium-sized businesses, manufacturers, retailers, federal and provincial government agencies, and municipalities.

1. Specific outcomes: We start by identifying what your people and organization need to achieve, and outline precisely what they will take away from their LTKC experience.
2. Unique tools: In addition to the essential learning and instruction you’d expect to find at any learning institution, LTKC has developed unique methodologies and experiential working materials that can add depth and dimension to the learning.

3. Metrics: Trainee testing and evaluation ensures that your specific outcomes are achieved. Measuring student success is how we measure our own.
4. Reinforcement: Wherever possible, we endeavour to make the learning real by following up with organization clients and trainees back in the workplace. A reminder note or questionnaire can have the effect of creating “Oh yeah!” moments, when trainees are reminded of their learning in real-life work situations.

### Programs that Fit the Needs of Today’s Businesses

Loyalist Training and Knowledge Centre has a constantly evolving roster of most-needed courses and programs. Listed below are just a few –

#### MUNICIPAL

- High performance programs customized for Ontario’s municipal leaders.

#### CORPORATE AND BUSINESS

- Self-Managed Leadership
- 3A’s of Leadership and Authority
- Electrical, Mechanical, Machinist Multi-Skilling
- Giving Performance-Related Feedback
- Human Resources Essentials for Front-line Supervisors and Managers
- Maximizing Employee Contributions
- Computer skills

#### INDIVIDUAL SKILLS CERTIFICATES

- Gearing Up – Canada’s Motorcycle Skills Course

**LTKC – Loyalist College**

[www.loyalisttraining.com](http://www.loyalisttraining.com)

[ltkcc@loyalistc.on.ca](mailto:ltkcc@loyalistc.on.ca)

613-966-8121 1-877-887-8223

284B Wallbridge-Loyalist Road, Belleville, ON K8N 5B9



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*The Parrott Centre, Loyalist's library and information resource centre*

# Application/Admission Procedures

### Application Procedure

**ontariocolleges.ca** receives and records applications and student responses to college offers of admission.

Applicants may apply online at **ontariocolleges.ca** or obtain an application form from any college of applied arts and technology or secondary school in Ontario.

Applicants may select up to five choices with no more than three program choices at any one college. An applicant may accept only one offer of admission.

If you are currently attending a secondary school outside of Ontario at the time of application, have your school office send us a copy of your current transcript. A final transcript should also be forwarded when available. All grade 12 students who apply are admitted conditionally and must provide evidence of obtaining their high school diploma including all required courses specified for the program admitted to prior to being registered at Loyalist.

Where the applicant has completed more than one course that qualifies as the “required” course, and where the grade received for this course is used in determining the admissions’ score of the applicant, the course with the higher final grade is used.

JANUARY 2013:

## Winter Program Starts

In addition to the Semester One starts in September, the following programs also have a Semester One start in January:

**Accounting**  
**Business**  
**Business Sales and Marketing**  
**Community and Justice Services Worker**  
**Customs Border Services**  
**Developmental Service Worker**  
**General Arts and Science**  
**Media Experience (January In-take Only)**  
**Personal Support Worker (January In-take Only)**  
**Police Foundations**  
**Protection, Security and Investigation**

Part-time January starts may be possible in other post-secondary programs.

SAVE TIME...

## Apply Online

Examine your options at our website where you'll find links and program information for Ontario's 25 Colleges of Applied Arts and Technology, three agricultural colleges and the Michener Institute for Applied Health Sciences. Apply online at:

[www.ontariocolleges.ca](http://www.ontariocolleges.ca)

**ONTARIO  
COLLEGES .CA**

## Transfer from Other Ontario Colleges and Other Post-Secondary Institutions

Applicants who have successfully completed a portion of a program at an Ontario College of Applied Arts and Technology will be accepted into the same or a similar program at Loyalist College with appropriate transfer credits for training and education already completed.

Loyalist is committed to maximizing the accessibility of all of its programs to learners with partial or complete credentials from colleges or universities. (See sections on Advanced Standing, Post-Diploma, and Accelerated Programs.)

Applicants with training from other institutions should submit their documentation to Loyalist at the time of application.

## Loyalist Students Eligible to Re-enrol in a College Program

Qualified continuing students need only register at Loyalist to advance directly from one year to the next. Part-time students and individuals who wish to re-enrol in a program after sitting out one or more semesters must notify the Registrar's Office of their intention to return. All first-year students or new students must submit an application to [ontariocolleges.ca](http://ontariocolleges.ca).

## Equivalent Canadian Standings

Applicants from other Canadian provinces or other countries must submit certified transcripts of grades. In order to be considered for admission, applicants provide proof of academic standing equivalent to the Ontario Secondary School Diploma (OSSD, Grade 12). Applicants whose first language is not English must provide documented proficiency in English (please see Language Requirements – page 149).

## Review of Admissions Decisions

A decision to accept or decline an application for admission is sent to the applicant in writing. Should an applicant, who has been declined, wish to receive further explanation, the following procedure will apply.

### Procedure

The applicant should request a verbal explanation for the admissions decision from the College's Admissions Office. This request should be directed first to the Admissions person who has been corresponding with the applicant, and if further explanation is required, to the Registrar. If the applicant is not satisfied with the information given, the applicant may initiate the formal written admissions review procedure as outlined.

## ADMISSIONS REVIEW PROCEDURE

1. The applicant applies in writing to the Registrar for a review of the decision not later than one month after the offer date.
2. The Registrar acknowledges the application in writing and forwards it to the members of the College Admission Review Panel. This panel consists of the Registrar; Vice-President, Academic; Director, Accounting Services; and a College Counsellor.
3. The Registrar sets a date for a meeting between the panel and applicant, and notifies all parties of the meeting date.
4. The applicant makes representation to the panel, either verbally or in writing, or both. Should the applicant choose to bring an agent to the meeting, the applicant must notify the College of this intent and the identity of the agent, seven days prior to the scheduled meeting.
5. The panel and applicant may ask for information from other sources.
6. The panel retires to consider the representation of the applicant and any other information supplied.
7. The panel advises the applicant in writing of their decision and the reasons for their decision. This reply will be mailed to the applicant within seven days of the date of the hearing.

The panel is considered the last avenue of review within the College.

## Health Requirements

All successful applicants must satisfy the health requirements stipulated by their program.

## International Applicants

### Application Process

An international applicant is a person wishing to study in Canada who is neither a Canadian citizen nor a permanent resident as defined by the current Immigration Act.

The mature student clause does not apply to international student applicants.

**International students may apply directly to the College. Please request and submit applications to:**

International Centre  
Loyalist College  
P.O. Box 4200  
Wallbridge-Loyalist Road  
Belleville, Ontario K8N 5B9  
Canada

There is a \$150 CAD non-refundable application fee (includes document evaluation), which is payable to Loyalist College by certified cheque, credit card, money order or bank draft. Personal cheques are not accepted.

Any transcripts not in English must be translated into English. Applicants should provide word-for-word translations of all documents in the same format as the original. All records (official certificates and transcripts) of your high school, college and university education must be sent with your application form. These records must include the original copies or certified “true” copies in the original language **and** the English translation.

The following information should be included in your application package:

- Completed international student application form
- Original or certified “true” copies of all transcripts and certificates
- English Proficiency Score
- International Student Application Fee

### Admission Requirements:

International applicants must provide proof of academic standing equivalent to the Ontario Secondary School Diploma (OSSD – Grade 12).

The following certificates are acceptable for admission:

- United States – Grade 12
- England, Wales, West Africa and Middle East – General Certificate of Education (O Level) with grades of A, B, C (or 1, 2, 3) in five academic subjects
- West Indies – General Certificate of Education (O Level) with grades of A, B, C (or 1, 2, 3) in five academic subjects, or Caribbean Examinations Council with grades of A, B, C (or 1, 2, 3) in five academic subjects
- Hong Kong Certificate of Education with credit standing in five academic subjects, or pass standing in six academic subjects, or the Chinese University of Hong Kong Entrance Examination with a pass in five academic subjects
- Other countries – Detailed academic records should be submitted with your application for evaluation.

### Immigration Requirements

By Canadian law, International students must have a valid Student Authorization (Visa). To obtain a Student Authorization (Visa) you will need to visit your local Canadian Embassy, Canadian High Commission or Canadian Consulate Office. You will be required to:

- a) apply to and receive an offer of admission from Loyalist College
- b) have a valid passport
- c) provide proof of sufficient funds to cover:
  - i) tuition fees and living expenses for the entire length of the program of study
  - ii) travel to and from your country to Canada
  - iii) medical health insurance coverage for the entire length of the program of study
- d) provide a medical certificate.

For more visa information, go to the Citizen and Immigration Canada website at [www.cic.gc.ca](http://www.cic.gc.ca)

Please apply as early as possible since it can take several months to obtain the Student Authorization (Visa) from the Canadian Embassy or Consulate.

## Language Requirements

All instruction within the College is in English. In order to be successful in a program, communication, listening comprehension, reading and writing skills must be at a level sufficient to meet the demands of post-secondary studies.

All applicants to Loyalist College whose first language is not English, or whose previous education has been conducted in another language, will be expected to provide an English proficiency assessment.

Please forward test scores from one of the following tests with your application if possible, or as soon as you can:

ENGLISH LANGUAGE PROFICIENCY TEST	CERTIFICATE/DIPLOMA PROGRAMS	LOYALIST DEGREE/ NURSING/PRACTICAL NURSING/MEDIA/POST-GRADUATE PROGRAMS
<b>TOEFL</b> (Test of English as a Second Language) website: <a href="http://www.toefl.org/">http://www.toefl.org/</a>	550 (paper-based test) or 213 (computer-based test) or 79 (Internet-based test)	580 (paper-based test) or 237 (computer-based test) or 88 (Internet-based test)
<b>IELTS</b> (International English Language Test Service) website: <a href="http://www.ielts.org/">http://www.ielts.org/</a>	6.0 overall with a minimum score of 5.5 in each section	6.5 overall with a minimum score of 6.0 in each section
<b>CAEL</b> (Canadian Academic English Language Assessment) Please Note: This Canadian test assesses English use for academic purposes and is offered at Canadian embassies and at all Canadian Education Centre Network (CECN) locations. website: <a href="http://www.cael.ca">http://www.cael.ca</a>	Overall band of 60	Overall band of 70 and Writing 60, with no other band score under 60

## Scholarships

Each year, Loyalist College awards up to 10 scholarships (\$1,000 each) to international students. Selection is based on financial need and on prior academic achievement. Applications are available to registered students and the scholarships are awarded during the fall semester.

## Criminal Record Checks

The Belleville Police Service is unable to provide timely criminal record checks on International Students. Protocols dictate that requests should be processed through the Royal Canadian Mounted Police.

## Tuition Fees

Please see International Students on page 150.



## Costs/Fees

### Full-time Students – Post-Secondary Day Programs

A full-time student is one whose course load is at least 70% of the hours or 2/3 of the courses required for the program and semester in which the student is enrolled.

### Fees 2011/2012 Academic Year (Standard Two-Semester Program)

Programs which are less than or greater than two semesters will have the fees adjusted.

	1st Year	2nd Year	3rd Year
Tuition*	\$2,424.00	\$2,412.80	\$2,400.00
Full-Time Ancillary Fee	\$969.00	\$969.00	\$969.00
<b>TOTAL</b>	<b>\$3,393.00</b>	<b>\$3,381.80</b>	<b>\$3,369.00</b>

\*Tuition for the Practical Nursing program is \$3,435.00 (first year) or \$3,307.80 (second year) plus \$969.00 ancillary fees.

\*Tuition for Collaborative Nursing Degree program is \$5,350.80 (first year) or \$5,325.20 (second year) plus \$969.00 ancillary fees.

All fees are payable no later than July 9 except when otherwise advised by the Registrar's Office. Textbooks, instruments and supplies vary in cost from \$500 to \$2,500 per year. Most of these items are available through the College bookstore.

Students who officially withdraw up to and including the first ten (10) days of scheduled classes of a semester are entitled to receive a refund of tuition and ancillary fees for that semester less a \$100 administrative charge and a \$50 deferral fee, if applicable. The College will refund in full any tuition paid in advance for second and subsequent semesters. Failure to attend does not constitute a withdrawal. Students must inform the Registrar's Office, in writing, that they are withdrawing. Withdrawal forms are available from the Student Success Mentors.

A \$50 administrative fee will be assessed at the time of payment to all students deferring fees or paying by installment. This administrative fee is non-refundable.

Some programs charge an additional consumables fee. Information will be included with the fee statement.

For all students, please note that after 10 days of scheduled classes, colleges are required to refund only tuition fees paid in advance for subsequent semesters.

### Part-time Students – Post-Secondary Day Programs

Students taking a course load which is less than that prescribed for full-time students are designated as part-time students. The standard tuition fee for all part-time courses is \$4.84 per hour, plus an ancillary fee of \$1.80 per Student Contact Hour (SCH). Part-time students seeking membership in the Students' Association may make application during or after registration.

### Challenge Process and Portfolio Assessment Fee

Students who apply to challenge a course by portfolio, examination, demonstration or other acceptable method, will be assessed a non-refundable fee of \$100, to a maximum of \$1,000.

### Short Skills Programs (under 50 weeks)

For Skills programs, the tuition fee is calculated at the rate of \$61.75 per week. Additional fees may be assessed for some programs. The full fee is payable in advance of registration. Fee information for specific Skills programs can be obtained by inquiring at the Admissions Office.

### International Students

Visa student applicants must pay the following fees for regular full-time post-secondary programs – two semesters per year. Programs which are less than or greater than two semesters will have the fees adjusted:

#### 2011/2012 INTERNATIONAL STUDENT FEES:

	Diploma/Certificate	Diploma/Certificate
		Breakdown if paying one semester
Tuition	\$12,000.00	\$6,000.00
Ancillary Fees	\$969.00	\$484.50
Health Insurance – mandatory	\$600.00	\$600.00
<b>TOTAL</b>	<b>\$13,569.00</b>	<b>\$7,084.50</b>

A minimum payment of one semester is required prior to the commencement of classes. Students are encouraged to pay the entire academic year in one transfer.

Withdrawal and refund policy is dependent on circumstances, including:

- Denied Study Permit
- Arrive in Canada and withdraw within first 10 days
- Unable to attend
- Withdraw after 10th day of class

It is the responsibility of the students to complete the official withdrawal process and/or to apply for fee refunds. Application for a fee refund should be made to the International Centre. Fees refunds are returned to their place of origin and are not returned directly to the student.

For details visit [loyalistcollege.com](http://loyalistcollege.com) – go to Student Services / International Student Services

### Method of Payment

You can make your payments using:

- Your bank (in person or through the bank's on line and automated bill payment options)
- A bank wire transfer (for international students)
- A personal cheque (Canadian residents only) or money order, by mail or in person
- Or by debit card or cash, if paying in person.

Please note that it is the responsibility of the student to complete the official withdrawal process and/or to apply for fee refunds. Application for a fee refund should be made to the Registrar's Office. Overpayments are not automatically refunded. Withdrawal forms are available from the Student Success Mentors. Fee refunds are issued directly to the student.



## Debts

Students who are in any way indebted to the College do not receive course marks or a transcript of their marks, graduation certificate or diploma, until the debt is cleared.

### PLEASE NOTE:

Fees charged for full and part-time credit programs are established by the Ministry of Training, Colleges and Universities, and can be changed without advance notice. The fees indicated here are those in place for the 2011/2012 academic year. POST-DATED CHEQUES ARE NOT ACCEPTED.

## Income Tax Receipts

Students can print an official copy of the Tuition and Education Credit Certificate (T2202A) for income tax purposes from their Banner account. This certificate includes both the number of months of schooling and the fees paid for the calendar year. Duplicate certificates are issued if requested.

## ANCILLARY FEES

All full-time students must pay mandatory Ancillary Fees of \$969.00. Winter registration students pay \$484.50 and summer students pay \$261.50.

*These fees include:*

**ACTIVITY FEE:** A fee to sponsor social activities and to manage the general office of the Students' Association a photo ID card and a student handbook.

**FACILITIES ENHANCEMENT FEE:** A fee to assist with the operating costs, facilities enhancement costs of the Student Centre.

**ATHLETICS FEE:** A fee to assist with the operating expenses of Intercollegiate and Intramural Athletic activities, campus recreation facilities and the operation of the Fitness Centre.

**LOCKER FEE:** A fee for the use of a locker.

**HEALTH CENTRE FEE:** A fee to maintain the operation of the Health Centre.

**ACCIDENT INSURANCE FEE:** A fee to pay for a group accident insurance policy. Covers 80% of prescription drugs.

**SUPPORT SERVICES FEE:** Peer Tutoring, Career and Employment and Wellness Services.

**INFORMATION TECHNOLOGY FEE:** A fee to provide for open access computer facilities for the sole use of students, an overnight printing service, student email accounts, and email training and support.

**ADMISSIONS AND GRADUATION FEE:** Assist with costs related to Convocation ceremonies and transcripts.

**ALUMNI FEE:** A fee to support the Alumni Association and its programs.

**CJLX FEE:** A fee to support the operation of the on-campus FM radio station.

## INCIDENTAL ADMINISTRATIVE CHARGES

Official Transcripts (students in attendance prior to 1995) \$5.75

Course Outline Requests \$5 per course to a max. of \$250

Deferral Fee \$50 (fees paid in two installments)

Penalty for NSF Cheques \$35

Prior Learning Assessment (per course) \$100; maximum \$1,000

Replacement of Diploma \$37.45

Supplemental Exam Fee \$25

Transfer Credit/Exemption Fee \$25 per course

Unofficial Transcripts (students in attendance prior to 1995) \$2.30

Admin fee part-time student withdrawals \$20 per course

## ANCILLARY FEES

*The individual fee amounts are as follows:*

**Per Year Full Amount Paid in Fall Term**

<b>STUDENT GOVERNMENT</b>	
Student Government Activity Fee	\$133
Student Handbook Fee	\$14
Student ID Card Fee	\$10
<b>TOTAL FEES</b>	<b>\$157</b>
<b>STUDENT GOVERNMENT INITIATIVE</b>	
Facilities Enhancement Fee	<b>\$25</b>
<b>STUDENT CENTRE</b>	
Student Centre Fee	<b>\$100</b>
<b>ATHLETICS</b>	
Athletics Fee	\$120
Fitness Centre Fee	\$41
Campus Recreation Facility Fee	\$19
Facilities/Lockers	\$20
<b>TOTAL FEES</b>	<b>\$200</b>
<b>HEALTH SERVICES</b>	
Health Centre Fee	\$70
Accident Insurance Fee	\$40
<b>TOTAL FEES</b>	<b>\$110</b>
<b>STUDENT SUCCESS</b>	
Peer Tutoring & Academic Skills Centre Fee	\$33
Wellness Services Fee	\$30
<b>TOTAL FEES</b>	<b>\$63</b>
<b>EMPLOYMENT &amp; CAREER SERVICES</b>	
Employment & Career Services Fee	<b>\$25</b>
<b>TECHNOLOGY</b>	
Technology Fee	<b>\$170</b>
<b>REGISTRAR'S OFFICE</b>	
Admissions Fee	\$3
Graduation Fee (each year)	\$30
<b>TOTAL FEES</b>	<b>\$33</b>
<b>ALUMNI</b>	
Alumni Fee	<b>\$31</b>
<b>91X RADIO</b>	
91X Radio Fee	<b>\$20</b>
<b>ACCESS COPYRIGHT</b>	
Access Copyright Fee	<b>\$35</b>
<b>TOTAL ANCILLARY FEES</b>	<b>\$969</b>

A fee is charged per year for all full time students at the Belleville campus. The fee is to be paid at the start of the first term. For each new intake during the academic year, the rates are adjusted. The fee is non-refundable after 10 days of scheduled classes from the start of the term.

## CONSUMABLES FEES

Consumables fees are college-levied charges over and above the student tuition fee for such items as co-op work terms, learning materials, equipment and clothing retained by the student and items used in the production of items that become the property of the student.

## Enrolment and Academic Record

### Minimum Admission Requirements

The minimum requirement for admission to any post-secondary program is an Ontario Secondary School Diploma (30 credits) or an Ontario Secondary School Graduation Diploma or the equivalent, with credits at the college or general level, or mature student status as defined below. Please consult individual program descriptions for the specific subjects required for admission to each program, and details of any selection procedures.

Applicants who lack required subjects for admission may want to consider completing a college preparatory course of study in order to meet the requirements.

### Mature Applicants

Applicants who are 19 years of age on the first day of classes in the year of admission, and who do not have OSSD, are considered as mature applicants. Such applicants must complete the required subjects for admission. If they lack the required subjects, they may be requested to write a diagnostic test. Mature applicants are treated on an individual basis and should consult the Admissions Office as early as possible to determine if pre-entry testing and/or college preparatory studies are required.

NOTE: Applicants who are not Canadian citizens or who do not have permanent residence status are not considered under this clause.

### Correspondence Courses

Applicants enrolled in secondary-school correspondence courses which are needed to complete College admission requirements must meet the following conditions:

- i) enrolment in the course must be declared to the College at the time of, and with the application;
- ii) evidence of successful completion of a correspondence course must be made available to the College by August 1.

## COLLEGE TERMINOLOGY

The following terminology is used throughout this Calendar:

### PROGRAM:

A group of courses leading to a degree, diploma or certificate.

### REQUIRED:

If a course is required, then an applicant is accepted for admission only if they have completed this course. Applicants who have not completed required courses are not accepted. Conditional admission is offered to secondary school students enrolled in required subjects not completed until June. Acceptance of a conditional offer will ensure that a program seat is held until the fee payment due date.

### RECOMMENDED:

If a course is recommended, it has been determined that the student's likelihood of success is higher if he/she has completed the recommended course(s). Recommended courses are not required for admission to a program.

### CO-REQUISITE COURSE:

A course which must be taken in conjunction with another course.

### PRE-REQUISITE COURSE:

A course which must be taken before proceeding to subsequent levels.

## Advanced Standing

### (A) TRANSFER OF CREDIT:

Those wishing to receive credit for previous successful study at other institutions must submit transcripts as early as possible, and may also be asked to provide other documentation for evaluation.

The dean or coordinator of the school in which the program resides assesses the documentation and grants any relevant exemptions for equivalent courses or modules. An assessment charge of \$25 per exemption will be levied for the document evaluation process to a maximum of \$250/semester.

### (B) PRIOR LEARNING ASSESSMENT:

Applicants with work experiences or other types of non-credentialed learning may be eligible for credits at Loyalist. Graded credits are granted.

#### (i) Challenge Processes:

The challenge process measures demonstrated learning against the knowledge and skills required by course outcomes through a variety of evaluation methods. If successful, credit will be awarded without requiring enrolment in a course. Requests for challenges should be made at the time of admission to a program so that the challenge process can be scheduled. A challenge fee, of \$104.50 per challenge, is payable in advance and is not refundable.

#### ii) Portfolio-assisted Assessment of Prior Learning:

Individuals with substantial non-credentialed learning gained through work or other experiences, may enrol in a PLA portfolio development course. The resulting portfolios can be submitted to program faculty for assessment against the requirements and learning outcomes of required courses. A tuition fee is charged for the Portfolio Development course, as are assessment fees for each course evaluation.

#### iii) Learning Contracts:

Successful completion of a credit through Prior Learning Assessment may require further work on the part of a learner. In these cases, a learning contract may be drawn up. An additional fee may be charged.

**NOTE:** Transfer of Credit and Prior Learning Assessment are available to applicants to a maximum of 75 per cent of certificate or diploma requirements. Some programs have identified block credit for certain combinations of transfer credits and/or experience.

For further information on *Transfer of Credit or Prior Learning Assessment*, please contact the Second Career/PLAR office at (613) 969-1913, ext. 2373.

## Grade Reports/Transcripts

At the end of each academic semester, students may view their grade report online. At the time of graduation, students will receive a transcript that reflects their entire academic history at Loyalist College. Students may request additional copies of their transcript or official transcripts from Banner. Students may also request transcripts by emailing [kluffman@loyalistc.on.ca](mailto:kluffman@loyalistc.on.ca)

## Grading System

In most cases, students will receive a percentage grade. Grades are submitted to the Registrar's Office and are used in the calculation of the semester and program weighted averages. When failed courses appear on the transcript, the numerical grade achieved is calculated in the semester and program weighted averages. Other grading symbols (Pass, Fail, Exemption, etc.) are not calculated in weighted averages.

## Calculation of Weighted Averages

Semester and Program Weighted Averages are used to determine promotional status, academic awards (such as Dean's List) and eligibility to graduate from Loyalist College.

The semester weighted average includes all credit courses taken in the semester. Each course is assigned a credit value (generally based on the number of hours, i.e., 1 credit = 15 class hours). Grades ranging from 0 to 100 percent will be awarded to each course. The weighted average is calculated by multiplying the percentage grade achieved in the course by the credit value of the course. The semester weighted average is calculated by totaling the weighted averages and dividing by the total number of semester credits.

For example, a student completes four courses as follows:

Subj No.	Course Title	Credits	Grade	Weighted Score
Comm 1000	Communications	03	70	210
Math 1000	Business Math	03	65	195
Acct 1000	Financial Accounting	03	72	216
Comp 1000	Intro to Computers	03	80	240

Total credits = 12 (4 x 03 credits)

Total weighted course scores = 861 (210 + 195 + 216 + 240)

Semester weighted average = 861 divided by 12 = 71.75%

A program weighted average is computed similarly and includes all course grades for all semesters in the student's program.

## The Dean's List

The Dean's List recognizes outstanding academic achievement and is awarded to graduating students from credit-level programs who have no subject failures within their program and an overall program weighted average of 80%.

## Promotional Status

The passing grade for courses will be stated in the course outline. For all programs, the passing weighted average for promotion through each semester is 60%.

A student's promotional status, which is based on his or her academic performance, is determined at the end of each semester. Students are advised to consult program outlines for additional information regarding promotional status.

A student with a semester weighted average of less than 60% or with two or more failing grades will be placed on probation. Students must consult and have approval to continue in the program from the program Coordinator. In order to graduate, all courses must be successfully completed.

**Effective September 2011, the minimum passing grade for all new students taking a Year One course will be 60%.**

## Graduation

For all programs, in order to graduate students must pass all courses and earn an overall weighted average of 60%.

## Registration

Registration is a two-phase operation: financial and administrative. The financial phase involves the payment of tuition fees. The administrative phase involves the actual selection of courses and takes place prior to the start of classes. This administrative phase does not take place until the financial requirements are met. No student is officially enrolled until both phases are completed.

## Late Registration to a Program

All students must be officially registered in a post-secondary program by the end of the second week of classes. Exceptions to this require the written approval of the appropriate Dean, to the Registrar. A late registration fee of \$25 will be levied for any registration after the first week. Students who attend classes without officially registering for the course receive no grades or credit for such courses at the end of the semester.

## Program Transfer

A student wishing to transfer to a different program must do so within the first 15 school days and must receive permission of the receiving Dean who advises the Registrar in writing. The receiving Dean determines what credits may be allowed from a previous program and advises the Registrar accordingly.

Where a student is sponsored by an external agency, eg., Community and Social Services, WSIB, HRSDC, etc., the proposed change must be supported by the sponsoring agency in writing before the official transfer is approved. The student must officially drop and add courses in accordance with the requirements of the new program.

## Adding/Dropping Courses

Students adding and/or dropping courses after the official registration period must use the *Subject Add/Drop* form available

from the Registrar's Office. Transfers between sections of the same course are accomplished in the same manner.

Courses officially dropped within the first 10 weeks of a 15-week semester (two-thirds of semester) remain on the transcript and are assigned a W (Withdrawn).

All courses remaining on a student's record after this period are recorded with an "F" grade on the transcript.

No academic record is shown for a course or courses which a student is required to drop due to a grade review decision to uphold a failing grade in a prerequisite course. Only those students whose names appear on a class list are eligible for grades. Similarly, if a name remains on a class list (and not by error), a grade is assigned.

## Student Responsibility

The student bears the ultimate responsibility to officially register in a program and respective courses, and to follow proper procedures to officially add/drop courses or withdraw from a program/course after registration. Students who do not officially register do not have their names appear on any class list, and are not eligible for grades. Students are responsible to check their student record in Banner.

Students should be aware that the dropping of courses may affect their OSAP status (full-time to part-time) and are advised to consult with the Financial Assistance Office or the Registrar to verify their status.

## Transfer of Credit and Prior Learning Assessment

Exemptions or Transfer Credit for courses successfully completed at other educational institutions are not included in the calculation of the semester average. Successful challenges and portfolio assessments are graded and included in the semester average calculation (see *Advanced Standing* on Page 153).

Students must apply for transfer credit, exemptions or complete challenges within the first month of the semester within which the credit falls. A student who has registered in a course and later withdraws is not eligible to apply for an exemption or a challenge during that semester.

Exemptions or transfer credit are applicable only to registered students completing the requirements of the program in which they are enrolled. In the case of graded credits gained through Prior Learning Assessment, no distinction is made between these and credits gained through enrolment in the course.

## Auditing

Students may audit a course with the permission of the School Dean. Audit students are not required to attend class, submit assignments or write term tests or final examinations. Full course fees are paid on enrolment in the course. A credit is not granted for the course. Students auditing courses are assigned an AU (Audit) grade. Audit courses must be declared at the time of registration.

## Compulsory Academic Withdrawal

Students who do not successfully complete at least 50% of the courses in which they enrol in each of two consecutive semesters in the same program or different programs, will not be allowed to re-enrol for a third attempt in any College program unless special permission is granted by a dean. A student who is denied re-enrolment in any program following two or three unsuccessful attempts will not be eligible to re-enrol in any program for a minimum of one calendar year.

Students who do not successfully complete the requirements for an individual course after two attempts will not be allowed to re-enrol in that course for a third attempt unless special permission is granted by a dean. A student who is denied re-enrolment will not be allowed to re-enrol in that course for a minimum of one calendar year.

## Program Withdrawal Process

It is your responsibility to ensure that the Registrar's Office is informed in writing about your decision to withdraw from a program at the College.

A student must officially withdraw from the College program within the first 10 days of a semester to qualify for a refund of tuition fees paid (minus a \$100 administrative fee and a \$50 deferral fee).

To officially withdraw at any time from the program, you must:

- Complete the withdrawal process by meeting with your Student Success Mentor.

Students who do not officially withdraw are considered to be registered and will receive failing grades on their transcript. The School Dean may agree to grant students with extenuating circumstances such as ill health, who officially withdraw after the official withdrawal without academic penalty date, a "W" (withdraw) grade on their transcript. Supporting documentation (doctor's letters) will be required.

If you have to leave the College during your program, we would like to help you plan to return and complete your education in the future. Please discuss your intention with a student success mentor.

## Program Advisory Committees

To keep programs relevant, Loyalist College has established an Advisory Committee for each program or cluster of programs. These committees report to the Board of Governors through the College President. Committee members are selected from area employers, professional organizations, other educational institutions, social agencies, government agencies, current students, and include recent College graduates.

The contributions of current and past members of Loyalist College program advisory committees are gratefully acknowledged.

## Notification of Disclosure of Personal Information to Statistics Canada

Statistics Canada is the national statistical agency. As such, Statistics Canada carries out hundreds of surveys each year on a wide range of matters, including education.

It is essential to be able to follow students across time and institutions to understand, for example, the factors affecting enrolment demand at post-secondary institutions. The increased emphasis on accountability for public investment means that it is also important to understand 'outcomes'. In order to carry out such studies, Statistics Canada asks all colleges and universities to provide data on students and graduates. Institutions collect and provide to Statistics Canada student identification information (student's name, student ID number, Social Insurance Number), student contact information (address and telephone number), student demographic characteristics, enrolment information, previous education, and labour force activity.

The Federal Statistics Act provides the legal authority for Statistics Canada to obtain access to personal information held by educational institutions. The information may be used only for statistical purposes, and the confidentiality provisions of the Statistics Act prevent the information from being released in any way that would identify a student.

Students who do not wish to have their information used may ask Statistics Canada to remove their identification and contact information from the national database.

Further information on the use of this information can be obtained from Statistics Canada's website: <http://www.statcan.ca> or by writing to the Post-Secondary Section, Centre for Education Statistics, 17th Floor, R.H. Coats Building, Tunney's Pasture, Ottawa K1A 0T6.

## Equity at Loyalist College

The Education and Employment Equity program at Loyalist College demonstrates a commitment to promote increased awareness of the changing roles of women and men, and to encourage full male and female participation in all areas of society. The program is designed to promote education equity for students, and employment equity for faculty and staff.

## Calendar Changes

The College reserves the right to change, without notice, any information contained in this calendar, including any rule or regulation pertaining to the standard for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs. The publication of information in this calendar does not bind the College to the provision of courses, programs, schedules, or facilities as listed herein. Changes may occur in a number of areas, including, but not limited to, courses, their content, enrolment and the withdrawal of

courses listed as being offered, as the College may deem appropriate or necessary. The College will not, however, be liable for any loss, damages or other expenses that such changes must cause.

Further, the College will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information, where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by faculty, or students, financial exigency, civil unrest or disobedience, or any other cause of any kind.

# Administrative Officers

## Administration

President..... Maureen Piercy, Dipl. A.A., B.A., M.Ed.  
 Vice President, Academic..... John McMahon, B.A., Dipl. Ed., M.A.  
 Vice President, Corporate Services and  
 Chief Financial Officer..... Allan C. Ross, B.A., M.A., C.M.A.  
 Vice President, Enrolment Management and  
 Student Services..... Bill Walsh, B.Sc., B.Ed., M.B.A.  
 Executive Director, College Advancement and  
 External Relations..... Dianne E. Spencer, B.A., M.Sc., CFRE  
 Executive Director, Human Resources Services  
 and Organizational Development..... Karen Cullen, B.A.(Hons.), M.A., CHRP  
 Registrar/Director of Admissions..... Jeff Macnab, B.A.(Hons.), B. Ed.  
 Director, Library Services and Research..... Ross Danaher, B.A.(Hons.), M.L.I.S.  
 Director, Financial Services..... Mike Seeger, Dipl. P.A., B.Comm., C.A.

## ACADEMIC PROGRAMS

Dean, Schools of Skills Training, Building Sciences, Access,  
 Continuing Education, Bancroft Campus..... Tom Malloy, B.A., B.Ed.  
 Dean, Schools of Business and Management Studies,  
 Biosciences, Centre for Justice Studies..... Dan Holland, B.A., B.Ed., M.A.Ed.  
 Dean, School of Health and Human Studies.... Karen Brooks Cathcart, R.N., B.Sc.N., M.Ed.  
 Dean, School of Media Studies..... Jane Harrison, B.A., B.Ed.  
 Chair, Schools of Business and Management Studies,  
 Biosciences, Centre for Justice Studies..... Jim Whiteway, B.A.A., M.A.Ed.  
 Chair, School of Human Studies..... Ken Thomas, B.A., B.Ed., M.S.W., Ph.D.

## 2011–2012 Board of Governors

CHAIR:  
 Stuart Wright.....Prince Edward County

PAST CHAIR:  
 Margaret Werkhoven.....Prince Edward County

VICE CHAIRS:  
 Colin Hughes.....Stirling  
 Susan Scarborough.....Brighton

GOVERNORS:  
 Barb Brant.....Tyendinaga  
 Pat Dockrill.....Belleville  
 John Fitzpatrick.....Belleville  
 Kirk Fleming.....Belleville  
 Matt Ireland.....Bancroft  
 Tamara Kleinschmidt.....Belleville  
 Bruce McLeod.....Belleville  
 Cory McMullan.....Belleville  
 Tony Orrick.....Quinte West  
 Barbara Lise Rouleau.....Prince Edward County  
 Brian Smith.....Belleville  
 Scott Williams.....Madoc

PRESIDENT:  
 Maureen Piercy.....Quinte West



MAP OF CAMPUS



# Faculty

Ablarde, Julia	R.N., B.A., B.N.Sc., M.Sc., Nursing
Allison, Michael	B.A., M.B.A., Business Administration
Arendt, Glen	B.Sc., Animation
Asimis, George	B.Tech., B.S., M.S., Mechanical, Manufacturing
Bailey, Jane	B.A., Paralegal
Baker, Karen	B.A., M.B.A., C.A., MA(Ed), Accounting
Baker-Tinsley, Erica	Dipl. D.S.W., B.A., Developmental Services Worker
Baragar, Brad	B.A., MA(Ed), Business – Sales
Barken, Jane	B.A., Dipl. E.C.E., M.Ad.Ed., Developmental Services Worker
Barsony, Chuck	B.Arch.Tech., B.Arch., Architecture
Bauer, Eric	B.Sc., B.Ed., M.Sc., Biosciences
Bazkur, Kathleen	Television & New Media Production
Belanger, Bernard	B.A.(Hons.), M.A., General Arts & Science
Belli, Pamela A	Dipl. E.C.E., B.A., M.Ad.Ed., Early Childhood Education
Belos, Vernon	B.A., M.A., Ed.D., C.H.R.P., Business Admin.
Bentley, Brian	B.A., B.P.H.E., Recreation & Leisure, Fitness & Health Promotion
Bolton, John B	B.Sc., Centre for Justice Studies
Bolton, Stephen F	Dipl. AA Radio Broadcasting, Radio Broadcasting
Brennan, Gina	B.Sc. (Hons.), General Arts and Science
Brown, Kenneth C	B.A.(Hons.), M.A., M.Ed., Centre for Justice Studies
Brunet, Elinor	Dipl. Tech., B.Sc. (Hons.), Biosciences
Brydon, Harvie	A.O.C.A., Advertising
Buskard, Paula	Dipl. S.S.W., B.A., MA(Ed), Social Service Worker
Byrd, Gerry	Cert. Motor Vehicle Mechanic, Automotive Serv. Tech., Automotive
Callahan, Joe M	Dipl. A.A., B.A., M.A., Journalism
Carr-Mulholland, Lynda M	B.Sc., Social Service Worker
Chesworth, Rick	B.A., Radio Broadcasting & Advertising
Churchill, Suzanne E	B.E.S., B. Arch., Architecture
Clarke, Andrew	Dipl. A.A., B.A., M.Journ., Journalism
Conard, Charlotte	Dipl. Advertising, Advertising
Connors, Gordon R	RPN, MRC, B.A., Developmental Services Worker
Cook, Larry A	B.A., B.P.H.E., B.Ed., Centre for Justice Studies
Cook, Steven	Certified Automotive Tech., Technical Education Dipl., Automotive
Davidson, Geoff	M.Sc., Animation
De Angelis, Lisa	Dipl. R.G.D., Graphic Design, Animation
Deans, Sue	M.Sc., B.A.E.M., C.C.E.P., Biosciences
deGast-Kennedy, Kathryn	B.A., A.E., Social Science, Customs & Immigration
Dockrill, Pat	R.N., B.A., M.Ad.Ed., Centre for Justice Studies
Durling, Mark	B.A.(Hons.), Computer Science
Edwards, Elizabeth	R.N., B.Sc.N., M.Sc.N., Nursing
Fairbank, Pamela A	Dipl. Social Services, B.A., M.Ed., General Arts & Science
Falcao, Tony	Dipl. T., Architectural Technology
Fencott, Robert	P.Eng. OLS, B.A.Sc.(Hons.), Building Sciences
Ferguson, Bridget	Teaching Certificate, Esthetics & Spa Management
Ferguson, Drew	Dipl. Advanced Cook, Licensed Chef, Culinary Management/Chef Training
Ford, Ronald N	B.Sc.(Hons.), B.Ed., Chemical
Foxall, Lynn	Teaching Certificate, C.T.C., Business
Foxall, Ron	Dipl.B., Business
Fraser, Karen	R.N., B.N., M.Sc.N., Nursing
Gallupe, Mark	B.A., M.Ed., Social Service Worker
Gariepy, Claude	Dipl. Advanced Television & New Media Production
Gibb, Brian W. J	B.A., A.C.E. Program
Gidley, Gary G	B.Sc., Electrical
Goddard, Cathy	Dipl., Television & New Media Production
Gower, Patti	B.Sc., Dipl. Photojournalism, B.Ed., Photojournalism
Grieve, John	Dipl. Welding Technician, Certified Structural Steel Worker, Welding
Grimes, Kim	B.Sc., B.A., M.Ed., Business
Hayashi, Harvey	B.A.(Hons.), Computer Programmer
Heidendahl, Eric	Dipl. Engineering, Broadcast Engineering Technology
Hickey, Terry G	Dipl. B.Admin., CPIM, B.A., M.B.A., Ed.D., Business Administration
Holder, Karen	B.Sc., M.Sc., Ph.D., Biosciences
Holley-Hime, E Anne	CEGEP, B.A., Journalism
Hopper, Sarah	B.A., CYC (Cert.), MA(Ed), Child & Youth Worker
Howard, Eric	B.A., Television & New Media Production
Howlett, Phillip	M.Ed., B.P.H.E., Correctional Worker
Jarvis, Michelle	R.N., B.Sc.N., Practical Nursing
Jollimore, Mary	B.Journ.(Hons.), M.A., Journalism, Sports Journalism
Keller, Robin	R.N., B.Sc.N., M.Sc.N., Nursing
Kembel, Gary	B.E.S., B. Arch., OAA, Architect/Architecture
Kennedy, Melanie	Dipl. Esthetician (High Hon.), Esthetics & Spa Management
Kramp, Kari L	B.Sc.(Hons.), M.Sc., PhD, Biosciences
Kranendonk, Robert	B.F.A., Dipl., Arts & Design Foundation
Lafreniere, Doug	BPE, M.Sc. (CSEP-CEP, CPT-ME, OKA-CK), Recreation & Leisure, Fitness & Health Promotion
Lake, Jonathan	B.Sc., B.Ed., M.B.A., Business
Lawrence, Diane	B.A.(Hons.), B.Ed., MBA, Access, Building Sciences
Leavey, Janet	C.T.C., Dip. Teaching Certificate, Business
Lyck, Shelly	Dipl. S.S.W., B.A., B.Ed., General Arts and Science
MacKenzie, Hamish	B.A.A., Animation
MacKenzie, Tracy	Dipl. LASA, Investigation & Protection Studies
MacLeod, Hilary	B.A., Radio Broadcasting
MacNeil, Gerard F	B.A., B.Ed., Police Foundations
Malette, Diane R	Dipl. A.A., B.A., B.Ed, A.C.E. Program
Manthorpe, Michael	B.A., M.S.W., R.S.W., R.M.F.T., Social Service Worker
Middleton, Vince	Certified Automotive Technician Diploma, Technical Education
Millard, Robert	CPIM, B.Tech., I.E., M.Ed., Business Administration
Monsma, Lisa	B.A., MA(Ed), Developmental Services Worker
Munroe, Patricia	R.N., B.Sc.N., Practical Nursing
O'Connor, Frank	Dipl., Photojournalism
O'Rourke, Tammy	N.P., M.Sc.N., PhD(c), Nursing
Orr, Gail	R.N., B.A., B.N., B.Ed., MA(Ed), Nursing, Practical Nursing
Orrick, Colleen	B.A.(Hons.), M.Ad.Ed., M.A.(CDS), Developmental Services Worker
Ouellette, Daniel	A.D.C.A., Animation
Peterson, Perry	Dipl. T., B.Eng., Civil Engineering, Building Science
Poste, John	Apprenticeship Dipl., Industrial Mechanic (Millwright), Manufacturing Engineering Technician, Mechanical Techniques
Pratt, Laurie	B.Sc., M.Sc., M.S.W., R.S.W., Social Service Worker
Rabishaw, Melanie	B.A., Centre for Justice Studies
Ramsay, Kerry	B.A.(Hons.), M. Arts and Communication, Public Relations
Reid, Rose Marie	Dipl. SSW, RSSW, B.Sc., CYC, Child and Youth Worker
Reilly, Cecelia	Dipl. LASA, B.A., Centre for Justice Studies
Remington, Barbara	R.N., B.Sc.N., Practical Nursing
Rendell, Wallace	B.Sc.(Hons.), M.Sc., Ph.D., Biosciences
Rosebush, John R	Dipl. T., C.E.T., Civil Engineering
Ross, Heide-Marie	P.Eng., B.A.Sc., Civil Engineering
Rowcliffe, Kevin	B.A., M.B.A., M.M., Centre for Justice Studies
Ryckman, Vicki	Diploma, Law & Security, B.A., M.Ed., Centre for Justice Studies
Sandison, Jake	BPE, MSC, (CK, CEP, CPT-E), Recreation & Leisure, Fitness & Health Promotion
Sansom, Kevin	Dipl., Television & New Media Production, Digital Production
Scharf, Brian	Certified Motor Vehicle Mechanic, Automotive Service Technician
Schneeberger, John	Licensed Chef/Baker, Culinary Management, Chef Training
Schultens, Garrett	B.Sc., Dipl. Electrical Engineering, Electrical Techniques
Scott, Karen E	B.A., B.Ed., M.Ed., A.C.E. Program
Shunock, Lisa	B.A.(Hons.), CYC (Cert.), MA(Ed), Child & Youth Worker
Sorge, Mark	Dipl., Television & New Media Production
Stephens, Jackie	Dip. A.A., B.A., General Arts & Science
Stewart, Dave	Certified Motor Vehicle Mechanic, Automotive Service Technician
Tay, Eugene	B.Sc., Electronics
Thompson, Lorne	B.S.W., B.Ed., M.Ed., R.S.W., Child & Youth Worker
Timmermans, Ingrid	Dipl. E.C.E., B.Ed., M.Ed., Early Childhood Education
Tippelt, Eric	Dip. Electronic Technician
Waite, Cathy	M.S.W., R.S.W., B.Ed., Child & Youth Worker
Washburn, Robert	B.A.A., B.A., Print, New Media Journalism
Way, Deirdre	LL.B., Centre for Justice Studies
Whalen, Scott	B.Journ.(Hons.), Photojournalism
Whiteford, Linda	B.A., Early Childhood Education
Wilson, JoAnne	B.A., Radio Broadcasting
Yascheshyn, Jennifer	Dipl. Business Marketing, Radio Broadcasting
Zakos, Paul J	Dipl. Social Services, B.A., M.Ed., Social Service Worker

Faculty list as of July 31, 2011.

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# Loyalist Quick View

## Housing

- 476-person student residences (apartment style)
- New in September 2011 – townhouse style residence complex providing accommodation for 104 upper-year students
- Residence Centre with computer lab, lounge area with fireplace, big screen TV, coffee shop, laundry and meeting rooms
- Places4Students.com – off-campus housing service

## Support Services

- Over \$900,000 dollars in student awards, scholarships, bursaries and Workstudy opportunities provided each year
- 400 jobs for students on campus
- Peer Tutoring Program (free for students)
- Health Centre (full-time nurse and part-time physician)
- Drug Plan for prescription drugs for all full-time students (80% paid for most prescriptions)
- Personal, academic, and career counselling services
- Career Centre (summer, part-time and full-time positions, job search and résumé assistance)
- Disability Services Office for students with disabilities – support services, computer lab, testing rooms, assistive devices
- Aboriginal Resource Centre providing cultural, academic, and social support – new, updated facility
- The Parrott Centre, the library and information resource centre, housing 32,400 books, 310 periodical titles, 1,900 videos, CD-ROM research titles and online databases
- Annual on-campus Career and Job Fairs
- High quality on-campus day care centre
- Q-NET News – available at [qnetnews.ca](http://qnetnews.ca) – is Loyalist's integrated news service, incorporating a website, 91X (CJLX-FM) radio, the online *Pioneer* newspaper, a photojournalism gallery and the College's television news department, with all content produced by students in the School of Media Studies

## Community

- Train and bus service to Toronto, Kingston, Ottawa, Montreal and other cities
- On-campus city bus service to both Belleville and Trenton
- Loyalist is located in Belleville (population 49,000), close to the City of Quinte West (population 43,000) which provide all urban amenities in a small city environment on the Bay of Quinte
- Picturesque campus on 212 acres with a 2-km nature trail
- One of the safest communities in the province

## Academic Programs

- Committed faculty with extensive experience both in their program field and in teaching
- Over 60 academic programs in the daytime with an additional 40 certificate programs through continuing education
- New programs for 2012/13 include Food Science and Technology, Sports and Entertainment Sales and Marketing, Graphic Design and 3D Video Production
- University transfers and options for students who wish to continue their education
- Faculty to student ratio of 1:21
- Annual curriculum reviews by Program Advisory Committees made up of employers and practitioners in the field
- New in 2011: Sustainable Skills, Technology and Life Sciences Centre – a 110,000 sq. ft. green technology academic facility

## Computers

- 1,500 computers for student use
- Free email accounts for students
- Free on-campus internet access for students

## Recreation and Sports

- Fitness Centre with full range of exercise machines
- Eight Varsity athletic programs with a track record of reaching All-Ontario and All-Canadian
- Outdoor Education Program with weekend camping, canoeing, skiing and hiking trips
- Athletics scholarships
- Up to 1,000 players in more than 20 intramural sports (includes floor hockey, volleyball, softball, hockey, soccer and frisbee golf)
- Outdoor track, soccer pitch, six lighted tennis courts, beach volleyball court and a lighted baseball diamond
- Sports Dome – a 35,000 sq. ft., year-round indoor sports facility

## Student Life at Loyalist

- Student Centre with pub, video games, pool tables, sound system and stage
- New Link Lounge – spectacular place with lounge areas, study pods and living wall
- On-campus concerts and movies
- A strong and active student government
- WalkSafe program provides safe escorts between on-campus facilities

## Food Services

- Tim Hortons in the Student Centre
- Cafeteria with a wide selection of foods for breakfast, lunch, and dinner, including Pizza Pizza, Subway, Burger Studio, Miso and Chef's Table (Kente Building)
- Grab'n'Go (Pioneer Building)
- Club 213 Restaurant – a fine dining restaurant with international cuisine run by students

Visit our website at [loyalistcollege.com](http://loyalistcollege.com)

# LOYALIST COLLEGE

BELLEVILLE, ONTARIO



[www.loyalistcollege.com](http://www.loyalistcollege.com)



# LOYALIST

MY COLLEGE • MY FUTURE

Loyalist College is located on Wallbridge-Loyalist Road (exit 538 off Highway 401) 190 kilometres east of Toronto, 230 kilometres west of Ottawa, and just 1.6 kilometres from the Bay of Quinte. The Bay of Quinte is a 50-kilometre arm of Lake Ontario situated between Hastings and Prince Edward Counties. Loyalist also operates a campus for community programs in Bancroft.



**LOYALIST COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

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