

*Spring
Summer*
2009



Do more of what you love!



**OLDS
COLLEGE**

**CONTINUING
EDUCATION**
www.oldscollege.ca/ce

Explore your passions! D

- 2 Acreage Fundamentals
- 2 Agronomy
- 3 Animal Science
- 6 Business
- 7 Accounting
- 8 Computers
- 10 Horticulture
- 12 Prairie Horticulture Certificate
- 16 International
- 16 Land & Environment
- 18 Meat
- 18 Natural Fibre Centre
- 19 Pesticide
- 19 Special Events
- 20 Trades & Technology
- 22 Registration

For nearly a century, Olds College has measured its success by the success of its students. That's what drives us to continually refine our Continuing Education Program and Calendar. We focus on **enabling the learner to attain their own personal goals** through the real life, hands-on education that only comes from relevant, **accessible courses taught by outstanding instructors.**

For example, our recently-created new Agronomy Certificate could allow you to continue earning a living at your present job and simultaneously **develop a new career**, with most of the six **courses offered online.**

Or, perhaps, you may want to live more harmoniously with the environment. Learn how to eliminate the water and weed management needed by a traditional grass lawn and integrate healthy food production into your city lot or acreage through our Environmentally Sustainable Yard and Permaculture courses.

These are just a few of our many **cutting-edge programs** created to help you explore your passion in a way that **fits your lifestyle.** Of course, many of them would not be possible without the equipment and **expertise** provided by the many **corporate supporters and partners** who are as passionate about providing **educational opportunities** as we are. On behalf of them and our Continuing Education staff, we look forward to seeing you in one of our classes this year!

Sincerely,
Dr. H.J. (Tom) Thompson
President & CEO

Spring
Summer
2009



**OLDS
COLLEGE**

o more of what you love!

ACREAGE FUNDAMENTALS

You have been asking for courses to help you enjoy and better manage your acreage or small farm and Olds College has responded with Acreage Fundamentals. Recognizing the many challenges faced by acreage and small farm owners, we offer these courses, the first in a series of workshops and courses, to give you the skills and knowledge you need to be a successful acreage or small farm owner.

Watch for future workshops and courses to be offered at the Olds College Calgary Campus, Olds Campus or Online.

EQUINE

Learn more about your horses! We have six courses that will help you:

- Equine Basic Health Care & First Aid and Equine Wound Care & Bandaging – course description and fee found on page 4
- Mares and Foals – course description and fee found on page 4
- Equine Preventive Health – course description and fee found on page 4
- Equine Preventive Hoof Health Care – course description and fee found on page 4
- Introduction to Equine Nutrition – course description and fee found on page 6
- Introduction to Equine Pasture Management – course description and fee found on page 6

EQUINE COURSES:

For more information please contact Animal Science, Continuing Education: 1-800-661-6537 ext. 4767 or visit our web site www.oldscollege.ca/ce and follow the animal science links.

To register call: 1-800-661-6537 ext. 4677 / 7956 / 8299 or 403-556-4677 / 403-507-7956 / 403-556-8299

To avoid disappointment and before making your travel arrangements, please contact us to ensure the minimum class enrollment requirements has been met. Call 1-800-661-6537 ext. 4677

AGRONOMY

Agronomy Certificate Program 6 Weeks



Train while you work, with Olds College's Agronomy Certificate Program. Prepare to support the agri-service industry by gaining practical training in crop production systems, nutrition and protection. This entry-level program answers the industry's call for trained crop scouts possessing basic agronomic skills. Interactive online discussion is emphasized to meet the individual learner's needs and an on-campus field school will cap the program of study. You may have had previous post-secondary training but lack specific knowledge in agriculture, or you may have agricultural experience in another country but require specific training in Western Canadian farming practices.

Data Management AGRN 120 One Week Residency

Mon – Fri Jan 5 – 9
Mon – Fri Aug 24 – 28

Crop Production Systems AGRN 100D

Mar 6 – Apr 30

Introductory Soils & Crop Nutrition AGRN 105D

Jan 9 – Mar 5

Weed Fundamentals AGRN 110D

Mar 6 – Apr 30

Insect & Disease Management AGRN 115D

Jan 9 – Mar 5 \$449 – pilot delivery discount

Field School AGRN 125 One Week Residency

July 6 – 10 \$449 pilot delivery discount
\$599 per course where not otherwise noted
4 eight-week online courses
2 one-week residencies

Certified Crop Advisor Tutorial 32 Hours

Advance your career – become a Certified Crop Advisor! Take advantage of this intensive 4-day tutorial and prepare to write the Certified Crop Advisor Prairie Province and International exams.

You are required to review the CCA Prairie Province and International Study Guides prior to attending the tutorial.

\$599 + GST Jan 5 12:45 pm Check-in
Mon – Fri Jan 5 – 9

CCA Exam: February 6, 2009 at Olds College – must register through American Society of Agronomy

Crop IQ 6 Hours

Fire up your Crop IQ with this introductory course in crop identification. Discover the regions of adaptation, uses and economic value of common forages, field, and specialty crops in Alberta. It is strongly recommended, but not required, that you have completed Fundamentals of Plant Identification prior to taking this course.

\$199 + GST

Tue Jul 21 9 am – 4 pm

Fundamentals of Plant Identification 12 Hours

Learn exactly what that plant is – as well as the steps to identify common Native Alberta grasses, flowering plants and shrubs – and become the expert in the office with your new skills in plant identification. Great for agronomists, horticulturists and oilfield consultants alike. Course fees include reference materials to take home with you!

\$399 + GST

Tue & Wed Jun 2 – 3 9 am – 4 pm

Weed IQ 6 Hours

A weed!! Calm your fears of the elusive weed as this course introduces you to the identification and management of some common and troublesome prairie weeds. Join the Weed Doctor to take a look at lifecycles and fundamental control strategies and then test your Weed IQ as you step into an outdoor environment for some hands-on investigation. Course fees include reference materials to take home with you!

Pesticide Applicator and Certified Crop Advisor CEUs available.

\$249 + GST

Wed Aug 12 9 am – 4 pm

Weed Management 10 Weeks



Don't get frustrated by unwanted plants on your property. Alberta Agriculture Food and Rural Development has partnered with Olds College to offer a Weed Management course online. Develop a weed management plan during this 10-week course that utilizes an online format to give you a wide variety of learning applications as well as access to a "weeds expert". A great course for property owners as well as pesticide applicators and environmental professionals.

Students passing the final exam with a grade of at least 65% or higher will be eligible to receive 5 Pest Management credits towards Pesticide Applicator Re-certification.

\$125 + GST Continuous Intake:
Sep 2008 – Apr 2009 and Sep 2009 – Apr 2010

Integrated Crop Management School 8 Hours per Day

Perfect your skills in crop management and diagnostics with this field-based workshop. Come one or both days to join specialists from Olds College and industry partners.

\$149 + GST One Day
\$249 + GST Both Days
Tue & Wed Jul 14 – 15 8 am – 4:30 pm

Certified Crop Advisor and Pesticide Applicator CEUs available.

Pesticide Courses

Check the Pesticide section on page 19 for:

- Seed Protectant Pesticide Applicator Tutorial
- Pesticide Applicator and Authorized Assistant Tutorials
- Pesticide Applicator Recertification Courses

AGRONOMY COURSES:

For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

FOR MORE INFORMATION OR TO REGISTER

Call:
1-800-661-6537 ext. 4677
or 403-556-4677

Email:
coned@oldscollege.ca

Web site:
www.oldscollege.ca/ce

ANIMAL SCIENCE

Advanced Certificate in Equine Dental Technology



This certificate gives registered Animal Health Technologists advanced training in Equine Dental Technology. Offered by Olds College in collaboration with the Alberta Veterinary Medical Association (AVMA), the program is also eligible for continuing education credits for registered veterinarians. This certificate program is designed for AHT's currently employed in practice and, except for the wet lab, can be completed from home or while in practice.

Graduation Requirements

Students must successfully complete the following program components:

- ANDT 470 Equine Dental Technology Theory (distance learning – year round entrance)
35 AVMA CE credits Fee: \$500.00
- ANDT 471 Equine Dental Technology Wet labs (Olds College/Bell Vet)
35 AVMA CE credits Fee: \$1000.00
- ANDT 472 Equine Dental Technology Field Studies (at approved equine practice + mentor form completed)
35 AVMA CE credits Fee: \$1500.00

Successful Students (AHT's) will be awarded an Advanced Certificate in Equine Dental Technology by Olds College and the Alberta Veterinary Medical Association. Under the practice guidelines approved by the AVMA, AHT's with advanced certification will be able to perform "floatation or dressing of equine teeth" with reduced supervision.

Students also have the option of only completing the distance learning component:

- ANDT 470, Equine Dental Technology Theory for Continuing Education Credit.
35 AVMA credits Fee: \$500.00

RACE TRACK PROGRAMS

**"Let us put you in the winner's circle"
We can start you on an exciting horse
career in apprentice style learning.**

Race Horse Groom Training Program



13 Weeks
In cooperation with, and funded by, Horse Racing Alberta. Accredited by Advanced Education

Jan 12 – Apr 10 2009
11 weeks formal instruction
plus a 2-week industry practicum

Purpose

The horse race industry needs qualified, career-minded people who love working with horses. This 13-week theory and hands-on learning promotes entry-level careers in the racehorse and breeding industry. No horse experience needed. Just bring your passion for horses.

Description

This program is a serious introduction to horseracing in Alberta and the basics of working as a racetrack groom. You will learn horse handling techniques, grooming, feeding and nutrition, conformation and body conditioning, health care, first aid and bandaging techniques, tack and equipment usage, and stable management for the flat race track and the harness race track.

Employment Opportunities

The horse racing industry needs trained entry-level workers right now. Students will discover a training program that exposes them to a variety of employment options within the Alberta Horse Racing industry. Work with leading trainers and get valuable practical experience and the opportunity to fill the shortages in the area of trained personnel. Our graduates have multiple job offers by the completion of the course!

Admission Requirements

- 18 years of age or older
- Completion of the application form (including appropriate information and references)
- A successful interview

Fee: \$700.00 \$250.00 + GST materials fee
\$186.50 student fees

Jan 12 – Mar 27 2009
plus an 88 hour Practicum Mar 30 – Apr 10 2009
Total of 13 weeks

Location: Olds College, Olds Agriculture
Grounds, Alberta Spring racehorse training site

Exercise Rider/ Jockey Training Program 13 Weeks + Practicum Nov 2009



A partnership of Olds College, Horseman's Benevolent Protective Association of Alberta and Horse Racing Alberta. Accredited by Advanced Education.

Introduction

Bring your passion for horses and your need for speed.

Top industry professionals will teach participants advanced riding skills to work as an exercise rider with Jockey theory.

The "Exercise Rider and Jockey Training Program" is a serious introduction to the horse racing industry and the skills needed to work as an entrance level exercise rider and/or a future Jockey.

If you want a career in the horse racing industry, this program is for you!

Admission Requirements

- 18 years of age or older
- Advanced riding and horse skills are a requirement
- Completion of the application form (including appropriate information and references)

Selection Process

4-part process – see web site for details.

\$1000.00	For Alberta Residents + \$250.00 + GST materials fee + \$232.10 student fees
\$2000.00	For Residents Outside Alberta + \$250.00 + GST materials fee + \$232.10 student fees

November, 2009 Plus a 60 ride practicum

Location: Olds College, Olds Agriculture
Grounds,
Spring Training centre in Alberta

RACETRACK PROGRAMS:
For more information, please contact
Animal Science Continuing Education
at 1-800-661-6537 ext. 4767 or
HRA 1-780-474-1742

Racetrack Barn Manager Training Program

A new step in your career path is being developed for late fall 2010 delivery. In cooperation with, and funded by, Horse Racing Alberta. Check out the web site for details of this course.

Horse Breeder's School

4 Days

with Les Burwash, Dr. Darrell Dalton and Dr. Marion Anderson

This 4-day course provides participants with the opportunity to obtain practical knowledge and acquire hands-on skills necessary to successfully breed and manage horses for maximum efficiency. The learning activities may be demonstration or hands-on. This course is beneficial to the new horse breeder, those who are looking for new ideas to update and improve their breeding practices, and those who wish to utilize artificial insemination in their breeding program. Mare and stallion handling will be covered as well as skills needed for transported semen.

Note: The Alberta Veterinary Medical Association has approved this 3 credit course for 21 credits of their scientific Continuing Education

\$495
Fri – Mon Mar 13 – 16 Fri 9 am – 5 pm
Sat/Sun/Mon 8:30 am – 5:30 pm

Horse Breeder's School for the Mare Owner

2 Days

with Les Burwash and Dr. Darrell Dalton

This 2-day course provides participants the opportunity to obtain practical knowledge, and offers the hands-on skills necessary to successfully breed and manage mares for maximum efficiency. The learning activities may be demonstration or hands-on. This course is

beneficial to the new mare breeder, those who are looking for new ideas to update and improve their breeding practices. Topics include receiving and evaluating fresh chilled semen for those who wish to utilize artificial insemination and inseminating skills for mares at home. Mare teasing, nutrition and handling will be covered.

\$295 + GST
Sat & Sun Mar 28 – 29 8:30 am – 5:30 pm

Mares and Foals

2 Days

with Dr. Marion Anderson

A necessary 2-day course if you are considering breeding or foaling out your mare this year. Be more informed about your choices when it comes to selecting stallions and options of breeding.

Dr. Marion Anderson will discuss mares' seasonality and management practices associated with their cycles, the mare's estrous cycle, and various hormone treatments used in managing breeding. As well, the effect nutrition has on conception rates, and contracts and expectations of both the mare and stallion owner are covered.

Dr. Anderson then will take you through the foaling process. Here you will learn how to care for your mare in the pre-partum period. Signs of impending foaling, stages of labour, dystocias during foaling, and care of your mare and foal in early post-partum period will be discussed. Some time will be given to neonatal problems and how the mare owner can recognize and work with their vet to solve common problems. This course is theory only.

\$220 + GST
Mon & Tue Mar 2 – 3 9 am – 4:30 pm

From the Inside of the Horse – Introduction to Equine Anatomy

1 Day

with Dr. Marion Anderson

This 1-day course introduces you to the systems of the horse. You will be able to converse more effectively with all the health providers of your horse when you understand its five basic systems. This is an excellent course to take before Equine Massage or Introduction to Equine Conformation.

\$110 + GST
Sat Feb 7 9 am – 4 pm

Equine Preventive Health

1 Day

with Joanne Wright, Equine AHT

At the end of the day you will know the why, when and where needed to provide vaccinations and maintain a healthy horse. Parasite control and worming protocols are part of the package. Theory and hands-on experiences will give you knowledge, and confidence to develop health care protocols.

\$120 + GST
Sat Jan 24 9 am – 4:30 pm
OR
Sat Feb 28 9 am – 4:30 pm

Equine Preventive Hoof Health Care

1 Day

with Rob Hitchner

That old saying, "no hoof no horse" is sadly true. Rob takes you through the many ways you can maintain your horses' hooves. Theory and hands-on experience give you knowledge, confidence and an action plan for maintaining your horse's hoof health.

\$120 + GST
Sun Jan 25 9 am – 4:30 pm

Equine Basic Health Care & First Aid & Equine Wound Care & Bandaging

2 Days

with Joanne Wright, Equine AHT

This very popular and practical 2-day session, 2-credit course offers theory, demonstration and limited hands-on learning.

Day 1: The difference between a healthy horse and a sick horse. The first aid materials and application needed until the vet comes.

Day 2: Basic stages of wound care; medications, managing the injured horse, principles of applying bandages.

\$220
Sat & Sun Mar 14 – 15 9 am – 4:30 pm

Horse Hoof Care and Trimming

2.5 Days

with Jeri Sparshu, Dean Sinclair or Rob Hitchner

Horse owners know how important hoof care is. It can also be expensive and time consuming. This course will help save you time and money. During this 2 1/2 day hands-on course, you will learn the basics of hoof care, how to treat minor hoof problems, and when to call the farrier. Trimming is practiced in a supervised setting. Participants may bring their own horse on the last day. Quality-trimming tools are required. If you need to purchase these tools, we can have a quality tool kit available at the course (approx. \$220).

\$250
Fri – Sun Jan 9 – 11 Fri 7 pm – 10 pm
Sat & Sun 9 am – 4 pm

OR

Fri – Sun Mar 13 – 15 Fri 7 pm – 10 pm
Sat & Sun 9 am – 4 pm

OR

Fri – Sun Apr 17 – 19 Fri 7 pm – 10 pm
Sat & Sun 9 am – 4 pm



Experience

EQUINE PERFORMANCE

Driving School – Level 1

2.5 Days

with Brian and Colleen Coleman

This clinic provides an understanding of the fundamentals of driving and basic horse psychology. Harness parts, equipment, safety problem solving, horse behavior, communicating with the driving horse, and starting and retraining horses are all discussed. This course offers you hands-on experience in harnessing, ground driving, hooking to equipment and driving a single horse and team. A unicorn hitch and a four-horse hitch will be demonstrated and, if you choose to, you will be given a chance to drive (time permitting). An excellent opportunity for the beginner and experienced driver of both light and heavy horses to expand their knowledge. Horses will be supplied but well-broke horses are welcome.

\$250 + GST

Fri – Sun May 8 – 10 Fri 7 pm – 10 pm
Sat & Sun 9 am – 4 pm

Driving School – Level 2

2.5 Days

with Brian and Colleen Coleman

You asked for a more advanced course in driving. Brian and Colleen take students with Driving level 1 to the next level. The skills further developed can be farm driving, show driving or pleasure driving depending on the class focus. Horses are supplied. A minimum of 12 required.

\$299 + GST

Fri – Sun Mar 20 – 22 Fri 7 pm – 10 pm
Sat & Sun 9 am – 4 pm



EQUINE MARKETING

The 90 Day Plan to Selling Your Sport Horse

2 Days

with Instructor, Sandy Alexander

How many times have you seen 2 horses of equal quality but one is so well presented it brings the extra bids plus the better price. Join us to learn how to make your horse the best it can be and bring a better price.

This 2-day program takes you through all the steps to have your horse sale-ready and at its very best in 90 days. This simple-to-follow program adds extra dollars to your private or auction sale price. From special nutrition, special presentation techniques, to handler and chute jumping techniques that always show your sale horse at its best. Learn to evaluate your horse with a buyer's eye as well as presentation tips that say "this horse is perfect for the discipline and is specific to your market demands."

\$220 + GST

\$275 + GST if you wish to bring your horse for evaluation (Limit 8 horses)

Sat & Sun Feb 28 – Mar 1 9 am – 4 pm

Sandy Alexander Hunter Riding Clinic

3 Days – 90 Minutes per Day

A joint activity with the Continuing Education Animal Science dept. and the Olds College Equine Students Horseman's Club.

Spend three days working with Sandy on improving you and your horse over fences. Sandy has a tremendous reputation as a competitor, coach and a clinician for hunter horses. His fun and engaging teaching style gives you increased skills on the flat and over fences. The clinic has 4 sessions per day:

Session 1: 12 – 2 pm
Session 2: 2:15 – 4:15 pm
Session 3: 5 – 7 pm
Session 4: 7:15 – 9:15 pm

Horses are grouped into 2 groups

- horses working 2-foot-6 and under,
- horses working 2-foot-6 and over.

The class will have a maximum of 20 students, five per session. The clinic will be cancelled if less than 15 register.

\$300 + GST

(Student discount for the Horseman Club Members)

Mon – Wed Mar 2 – 4

Colt Training Using a Snubbing Horse

30 Hours

with Ross Hanson

Training a colt using a snubbing horse is becoming a lost art. Ross will teach you how to use the snub horse to reduce the risk of injury to you and to the young horse you are working with. Location: Olds College Riding Arena.

Prerequisite: EQNE 401 Advanced Techniques for Starting Young Horses

\$300 + GST

An additional fee of \$150.00 if you will require boarding for your own horse at Olds College.

Wed – Sun Apr 29 – May 3 6 Hrs per day
(Start time to be announced)

Western Rider Certification

9 Hours

Nine hours of preparation for your Level 1 Western Riding Certification. These three evenings with your horse will earn you a national certification. Candidates need to have their AEF membership. For horse criteria see the www. oldscollge.ca/equine-shortcourses/ Tentative agenda: April 18: assessment, goals, April 19: safe horse handling, group ride, April 20: final ride, Rider 1 exam.

\$300 + GST (AEF membership and manual extra)

Sat – Mon Apr 18 – 20 6:30 pm – 9:30 pm

Equine Canada Western Rider Level 2 – 4 and General Component Training and Testing

56 Hours

Learn in the spring – earn in the summer: Get certified in burst training! We will take you as far as you and your horse can go in just 4 weekends. Level 3 Rider to coach Level 1 is required and training will take place in our Olds College Riding Arena. A minimum of four students is required for this training to proceed. The tuition of \$1,550*, includes 56 hours of instruction, testing book and testing fees. Students may apply 2 credits per course completed toward the Olds College General Studies Certificate program as well as Equine Canada accreditation. (*This is less than \$30.00/hour of instruction.)

\$1,550

Sat & Sun Weekends – May 9 am – 4 pm
(May 9/10, May 16/17, May 23/24, May 30/31)

Rider 1: EQNE 705 – 2 credits
Rider 2: EQNE 706 – 2 credits
Rider 3: EQNE 707 – 2 credits
Rider 4: EQNE 708 – 2 credits

Horse Photography

1 Day

with Cheryl Smythe

Learn how to take that awesome horse picture! An emphasis is placed on horse portraiture and how to obtain that perfect image in this very popular 1-day seminar. Cheryl also includes information on photographing foals, analyzing your horse subject, understanding your camera, choosing the right lenses, lighting conditions and selecting background. The afternoon is a hands-on photo shoot. (If the weather is inclement, the afternoon photo shoot will be held in the livestock pavilion.)

\$110 + GST

Sat May 2 9 am – 5 pm

Equine Massage

2 Days

with Sherry Quintillio

Two days of theory and hands-on massage for your horse. This course gives you, a horse owner, the ability to give your horse the comfort for sore muscles and related soft tissue stress, allowing it to return to work sooner. Some equine anatomy knowledge is essential to progress. We strongly suggest you take "From the Inside of the Horse - Introduction to Equine Anatomy" to get the most from this class - see page 4 for details on this course. An anatomy interactive CD can be special ordered (allow 12 weeks for delivery). Call for pricing details. Bring your own horse.

\$250 + GST

Sat & Sun Apr 18 – 19 9 am – 4:30 pm

EQUINE NUTRITION

Introduction to Equine Nutrition

1 Day

with Wendy Johnson

Wendy Johnson guides you through the basics of equine nutrition, discussing nutrients, rations and feeding do's and don'ts. You then learn to judge the quality of different types of hay forage. This will guide you to developing a feeding program for your horse suitable for your horses' age and performance demands.

\$110 + GST

Sat Feb 21 9 am – 4 pm

Introduction to Equine Pasture Management

1 Day

with Wendy Johnson

You will understand the following topics for better management of your pasture: grasses and legume (tame species), grazing, pasture nutrition and seeding. Using the many trial plots and pastures at Olds College you get the hands-on experience in assessing pasture, managing pastures, visual weed identification, fencing and water options, rotation and pasture maintenance.

\$110 + GST

Sat May 30 8:30 am – 4:30 pm

SHEEP

Lambing Fundamentals (101)

1 Day

- 1) Discuss Lambing: normal births and dystocia births plus supplies needed.
- 2) Lambs: (using live or dead lambs) demonstration and hands-on, perform procedures such as: stomach tubing lambs, intra peritoneal dextrose injections, weigh lambs, band tails, castration with rings, injections and ear tagging. (There will be a possibility of adding a second session should enrolments warrant it.)

\$110

Fri Mar 6 9:30 am – 4 pm

ANIMAL INSPECTION

Inspector – Level 1 40 Hours Instruction with 40-Hour Practicum

Livestock Identification Services (LIS) have opened their Olds College Level 1 Inspector Certification course to those that might be interested in seeking employment in the future with this organization. Forty hours of instruction coupled with a 40-hour practicum as a "ride along" with current employees of LIS will give the student the confidence to apply to LIS for part time or full time employment when openings occur. You will learn a full understanding of the current legislation that controls livestock commerce and movement within Alberta. You

new

will learn the Level 1 aspects of a livestock inspector at points of commerce and in situations where you will be called for further animal identification.

Requirements: livestock handling skills and two letters of reference detailing your ability to handle cattle and horses.

\$550

Mon – Sat May 4 – 9 8 am – 5 pm

ANIMAL SCIENCE COURSES:

For more information please contact Animal Science, Continuing Education: 1-800-661-6537 ext. 4767 or visit our web site www.oldscollege.ca/ce and follow the animal science links

To register, call 1-800-661-6537 ext. 4677 / 7956 / 8299 or 403-556-4677 / 403-507-7956 / 403-556-8299

To avoid disappointment and before making your travel arrangements, please contact us to ensure the minimum class enrollment requirement has been met. Call 1-800-661-6537, ext. 4677

BUSINESS

Understanding Financial Statements 6 Hours

You pay your bookkeeper/accountant to prepare Balance Sheets and Income Statements but do you know what information these documents contain? Instead of filing them away in their nice folders, learn how to read and analyze these documents to understand your financial position. Use this information to make informed business decisions and create effective strategic plans. Bring a calculator and a 1" binder to class.

\$125 + GST

Tue & Wed Mar 24 – 25 6:30 – 9:30 pm

Buying on eBay 3 Hours

Shop with confidence in an online forum where millions of new and used items are traded every day. You are exposed to basic and advanced search functions, strategies and process involved in bidding and following through with a purchase. A review of payment options such as PayPal will be presented. Prerequisite: A basic understanding of Windows and pre-registration through eBay prior to the course. An explanation of how to do this is provided if required.

\$65 + GST

Thu May 7 6:30 – 9:30 pm

Selling on eBay 3 Hours each Level

A three part course that will provide the skills required to sell new and used items on eBay. Prerequisite: A basic understanding of Windows and pre-registration as a seller through eBay prior to the course. An explanation of how to do this will be provided if required. Each section below is a prerequisite to the next.

Selling 1 will expose the participant to the basic selling format, how to get started with listing and multiple steps involved in the process: format, fees, photos, options, shipping and follow through.

\$65 + GST
Thu May 21 6:30 – 9:30 pm

Selling 2 will build on these steps and discuss skills required to enhance listing through advanced formatting, picture taking, selling tools, pricing, Buy it Now, reserve pricing and importance of feedback.

\$65 + GST
Thu May 28 6:30 – 9:30 pm

Selling 3 will be the final step in reviewing the tools required to be a successful seller on eBay. Review HTML text, create sample listings and review the use of photos. Look at the different kinds of sellers and eBay stores that exist. Walk away with the tools required to effectively list an item on eBay. Students should bring a digital camera to this class.

\$65 + GST
Thu Jun 4 6:30 – 9:30 pm

BUSINESS COURSES:

For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

ACCOUNTING

Basic Accounting Principles 18 Hours

Learn fundamental accounting principles from a small-business point of view. Topics: accounting theory, analysis of transactions, journal entries, and posting to a ledger, summarizing on a worksheet, making adjusting and closing entries and preparing financial statements. Students should bring a calculator and a binder with notepaper to class. Prerequisite: None

\$225 Manual \$15 + GST
Tue & Thu Feb 3 – 19 6:30 – 9:30 pm

Simply Accounting 18 Hours each Level

Level 1 Enter transactions for general ledger, accounts receivable, accounts payable, inventory,

and bank and credit card accounts from a small-business point of view. Set up company files, customize Simply Accounting, work with payroll, add passwords and security, process year end reports and manage budgets & projects. Software included. Prerequisite: Windows experience, and an Introductory Accounting course or equivalent work experience.

\$225 Manual \$35 + GST
Tue & Thu Mar 3 – 19 6:30 – 9:30 pm

Level 2 Advance your knowledge of this popular accounting software program by setting up data files and customizing settings. Other topics to be covered are: banking and credit cards, security, budgets, projects, inventory, additional payroll features and working with foreign currencies. Prerequisite: Simply Accounting 1.

\$225 Manual \$35 + GST
Tue & Thu Mar 31 – Apr 16 6:30 – 9:30 pm

Quickbooks 18 Hours each Level

Level 1 Perform daily accounting tasks in the General Ledger, Accounts Receivable, Accounts Payable, and Payroll. This course is geared towards someone who will primarily be doing data entry into QuickBooks. Prerequisite: Windows experience and an introductory accounting course, or equivalent work experience.

\$225 + GST Manual \$35 + GST
Tue & Thu Mar 3 – 19 6:30 – 9:30 pm

Level 2 A continuation of basic features for daily accounting tasks using QuickBooks and will introduce some of the more advanced functions and capabilities of QuickBooks. Students will learn how to create company files, and deal with more advanced tasks for receivables, payables, inventory and payroll. Prerequisite: QuickBooks Level 1.

\$225 + GST Manual \$35 + GST
Tue & Thu Mar 31 – Apr 16 6:30 – 9:30 pm

Ag Expert Analyst – Computerized Farm Accounting Courses

Introduction 2 Days

This is a hands-on course that enables you to set up a complete set of farm books using AgExpert Analyst software. You will enter financial and inventory transactions for a full fiscal year. Reports will be printed for both management (cash/accrual) and regulatory reporting (government program participation) purposes. Prerequisite: Basic computer and bookkeeping skills are essential.

\$195 Olds College
Mon & Tue Mar 2 – 3 9 am – 4 pm

OR One of 3 Locations Off-Campus

\$195 Killam, AB
Mon & Tue Feb 9 – 10 9 am – 4 pm

OR Drumheller, AB
Mon & Tue Feb 23 – 24 9 am – 4 pm

OR Stettler, AB

Mon & Tue Mar 9 – 10 9 am – 4 pm

Advanced 1 Day

This is a hands-on course enabling you to take advantage of advanced features in AgExpert Analyst software. You will generate and analyze various reports and tools to support the farm management process. Emphasis is placed on evaluating integrity of data reported from the database to government programs. You will have an opportunity to identify features to use in your own operation, and to establish a plan for further skills enhancement. Prerequisite: It is recommended that you have an understanding of AgExpert software or have participated in the Introduction to AgExpert Analyst course.

\$95 Olds College
Wed Mar 4 9 am – 4 pm

OR One of 3 Locations Off-Campus

\$95 Killam, AB

Wed Feb 11 9 am – 4 pm

OR Drumheller, AB

Wed Feb 25 9 am – 4 pm

OR Stettler, AB

Wed Mar 11 9 am – 4 pm

ACCOUNTING COURSES:

For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

Agricultural Finance Certificate



Online course list offered through
www.ecampusalberta.ca

The Agricultural Finance Certificate Program is an online program that meets the training needs of individuals working in the agricultural finance industry. It is available to anyone interested in strengthening their general knowledge of agriculture. You can enroll online with the intent of taking one course, selected courses, or complete all the courses in the series. These courses are primarily self-directed with some instructor facilitation. Please refer to the section on Computer System Requirements for Online Learning prior to registering for these courses. Each course is delivered over a 16-week period.

Winter: Jan 26 – May 15

Registration Deadline: Jan 23

Fall: Oct 2009 – Jan 2010

Registration Deadline: Sep 25

\$167.19/credit plus \$25 per course for 24 hour
technical support (mandatory fee)

Computer System Requirements for Online Learning

The following is a general overview. For the latest information, please check your system by accessing <http://www2.blackboard.com/tuneup> and following the instructions provided. Be sure you know what operating system you have prior to using this web page.

Note: Your course may require software and/or hardware beyond what is listed below. Please consult with your institution and/or instructor.

Minimum Requirements for PC users:

Hardware Recommended:

- Operating System: Windows XP
- RAM: 128 MB (256 MB recommended)
- Free disk space: 50 MB (100 MB recommended)
- CPU: Pentium III or equivalent recommended
- Clock speed: 500 megahertz (1 gigahertz recommended)
- You may also require a sound card and speakers depending on the course in which you are enrolled

Software Recommended:

- Microsoft Word, Adobe Acrobat Reader, and a media player such as Flash Player, QuickTime or Windows Media Player.

Web Browser:

- Internet Explorer (IE) version 6.x or 7.x
- Firefox 1.5.x and 2.0.x

Internet Connection:

- DSL or cable modem is highly recommended. A dial-up connection may work, but will likely cause you some frustration.

Minimum Requirements for Mac Users:

Hardware Recommended:

- Operating System: 9.0 – or higher (OS X is recommended) or Intel x86
- RAM: 128MB (256 MB recommended)
- Free disk space: 50 MB (100 MB recommended)
- CPU: Power Macintosh or higher
- You may also require a sound card and speakers depending on the course in which you are enrolled

Software Recommended:

- Microsoft Word, Adobe Acrobat Reader, and a media player such as Flash Player, QuickTime or Windows Media Player.

Web Browser:

- Firefox TBD with 1.0, 1.5 and 2.0
- Safari 1.3, 2.x; and 2.x for Intel x 86 platform

Internet Connection:

- DSL or cable modem is highly recommended. A dial-up connection may work, but will likely cause you some frustration.

AGRICULTURAL FINANCE CERTIFICATE:
For a brochure or more information
on how to register call 1-800-661-6537
ext. 7956 or 403-507-7956

COMPUTERS

All computer courses on campus will use the Windows XP Professional operating system and Microsoft Office 2003 but are suitable for users of earlier versions as well since the main concepts are essentially the same.

WINDOWS VISTA OR OFFICE 2007

Take advantage of our Online or One-on-One options for training in this operating system and software.



MICROSOFT OFFICE 2000, 2002, 2003, 2007

Check our online training centre at <http://oldscollege.howtomaster.com> for courses specific to each version

INTRODUCTORY ESSENTIALS

Computer Basics 3 Hours

Learn about hardware components and common software programs and how to use the Windows operating system. Get tips on what to look for when buying a computer system and how to maintain it once it's in your home.

\$65 + GST

Tue Feb 3 6:30 – 9:30 pm

File Management 3 Hours

Learn and practice the most important computer skill you can have. Create and organize folders, name and store files and find lost files. Move and copy to a variety of storage medium such as CDs or USB memory sticks. Bring a USB drive if you have one.

\$65 + GST

Thu Feb 5 6:30 – 9:30 pm

Sorting Excel Data 3 Hours

Manipulate those long lists into understandable information by applying various sorting rules.

\$65 + GST

Tue Feb 10 6:30 – 9:30 pm

ONLINE TRAINING

Olds College online computer education center found at <http://oldscollege.howtomaster.com> provides over 200 courses that can help individuals succeed on the job and in their personal lives.

These award-winning courses, which are self-paced and self-directed, allow students to advance through the material at their own speed and from the comfort of their own computers, using an Internet connection.

Go to the web site and look around. Try the free lessons and see how easy it can be.

CORPORATE TRAINING

Increase your productivity by upgrading the computer skills at your workplace this fall. Several options are available including group training at a location of your choosing on specific skills that your workforce needs.

Call 1-800-661-6537 ext. 7986 or 403-507-7986 for details.

ONE-ON-ONE TRAINING

Tap into the ultimate in computer training. Get help with the precise topics that concern you. You and the instructor will decide on the content as well as the time and location for the training.

Call 1-800-661-6537 ext. 7986 or email opahl@oldscollege.ca

COMPUTER USER CERTIFICATE PROGRAM

This program is geared towards those who want to re-enter the workforce or upgrade the computer skills needed in today's office environment. You will use our online training facilities for courses in the latest versions of Windows, Internet use and Microsoft Outlook, Word, Excel, Access, and PowerPoint. Even though training is online, help is available if needed.

Fee: \$1000

Dates: Students can work on the courses at a time that suits their schedules, either at home, at work, on a College workstation, or using a combination of these. Estimated time of completion is 100 hours.

Putting Together a Large Document

3 Hours

Prevent that report from giving you grief! Learn how to put all the pieces together and work with large documents.

\$65 + GST

Thu Feb 12 6:30 – 9:30 pm

PowerPoint Animations

3 Hours

Spice up your presentations by unleashing the power of animations in your presentations. Bring a USB drive if you wish to take home your sample project.

\$65 + GST

Tue Feb 17 6:30 – 9:30 pm

Form Letters & Mailings

3 Hours

Use Microsoft Word to manage form letters, mailing labels, envelopes and catalog listings.

\$65 + GST

Thu Feb 19 6:30 – 9:30 pm

WORKSHOPS FOR 50+

Computer Basics and Windows

3 Hours

This half day course is perfect for the new computer user. Topics will include: basic computer terminology, using the keyboard and mouse and MS Windows basics.

\$65 + GST

Mon Mar 2 9 am – Noon

Computer Security and Internet Use

3 Hours

Protect your computer from attacks. Be able to look after your investment. Get the most out of your internet experience with email, searches, shopping, online banking and more.

\$65 + GST

Tue Mar 3 9 am – Noon

Using Digital Cameras

3 Hours

Make the most of your digital camera and learn what to look for if you're planning to buy one. Bring your camera if you have one.

\$65 + GST

Wed Mar 4 9 am – Noon

Working with Digital Images

3 Hours

You've taken the pictures. What now? Explore options for editing and using your photos.

\$65 + GST

Thu Mar 5 9 am – Noon

ACCOUNTING

Check the Business section on page 7 for:

- Simply Accounting
- QuickBooks
- Ag Expert Analyst

MICROSOFT OFFICE

Access

Introductory – Level 1

9 Hours

Access is a powerful database system useful for storing and organizing all kinds of information at home or at work. Learn how to design, modify and use database tables, queries and forms and then produce reports using this data. Prerequisites: Windows 1 or experience working in Windows.

\$135

Manual \$30 + GST

Wed Apr 1 – 15 6:30 – 9:30 pm

Intermediate – Level 2

Take advantage of our Online or One-on-One option for specific assistance and advanced training. See page 8 for details.

Excel

Introductory – Level 1

9 Hours

Create, format, modify, enhance, and print spreadsheets. Construct formulas and functions. Create charts from spreadsheet data. Prerequisite: Windows 1 or equivalent experience.

\$135

Manual \$30 + GST

Tue Mar 3 – 17 6:30 – 9:30 pm

Intermediate – Level 2

9 Hours

Customize workbooks by changing attributes, use lists to store and organize worksheet data, use functions in financial and logical formulas, and format worksheets using AutoFormat and predefined styles. Learn about objects and their role in worksheet development, 3-D references linking worksheets and workbooks, how to integrate workbooks and the Web, and how to use templates to create new worksheets. Prerequisites: Excel Level 1 or equivalent experience.

\$135

Manual \$30 + GST

Tue Mar 31 – Apr 14 6:30 – 9:30 pm

Advanced – Level 3

Take advantage of our Online or One-on-One option for specific assistance and advanced training. See page 8 for details.

Outlook

Introductory – Level 1

9 Hours

Master the basic commands, functions, and capabilities of MicroSoft Office Outlook. Learn to manage your email, calendar, contacts as well as tasks and notes. Prerequisite: Windows Level 1 or experience working in Windows.

\$135

Manual \$30 + GST

Wed Feb 4 – 18 6:30 – 9:30 pm

Powerpoint

Introductory – Level 1

9 Hours

Create, edit, format, add graphics, animate slide objects and then present a slide show. Prerequisite: Windows Level 1 or equivalent experience.

\$135

Manual \$30 + GST

Thu Mar 5 – 19 6:30 – 9:30 pm

Intermediate – Level 2

9 Hours

Increase your presentation software skills by using slide outlines, tables, organizational charts, as well as multimedia and animation elements. Use hyperlinks and define custom slide shows for different audiences. Prerequisite: PowerPoint Level 1 or equivalent experience.

\$135

Manual \$30 + GST

Thu Apr 2 – 16 6:30 – 9:30 pm

Word

Introductory – Level 1

9 Hours

Produce quality documents with this leading word processing software program. Create, edit, format and print documents such as letters, tables and reports. Prerequisites: Windows Level 1 or equivalent experience.

\$135

Manual \$30 + GST

Wed Mar 4 – 18 6:30 – 9:30 pm

Intermediate – Level 2

9 Hours

Add to your basic word processing skills by using features such as headers and footers, columns, styles, outlines, charts and tables. Enhance these documents with graphics elements. Use mail merge to automate multiple mailings. Prerequisites: Word Level 1 or equivalent experience.

\$135

Manual \$30 + GST

Wed Apr 1 – 15 6:30 – 9:30 pm

Advanced – Level 3

Take advantage of our Online or One-on-One option for specific assistance and advanced training. See page 8 for details.

www.oldscollege.ca/ce

DIGITAL IMAGES AND PUBLISHING

Digital Cameras and You The Basics 3 Hours

Whether you are considering a purchase or just want to learn the basic functions of the camera you have, join this informative beginners session. Topics to be covered: Basic features, Basic settings, Taking & viewing a picture, Using the zoom feature, and topics raised by the students. Bring your camera and a connecting computer cord if it has one.

\$65 + GST
Wed Mar 11 6:30 – 9:30 pm

Beyond the Basics 3 Hours

You've had your camera for some time now and would like to be able to do more than point and shoot. Topics to be covered: Manual settings for exposure, lighting and focus, Uploading photos, Printing photos, Camera accessories, Review of photo manipulation software and topics raised by the students. Bring your camera and a connecting computer cord if it has one.

\$65 + GST
Wed Mar 18 6:30 – 9:30 pm

Manipulating Digital Images 9 Hrs

new

Learn what you can do with digital images once they've been taken. Some free photo software as well as Adobe Photoshop Elements 5 will be used. The software that came with your camera will likely be similar to these. Topics include how to brighten images, lighten shadows, work with color saturation, remove color, work in layers, use the clone tool, resize, rotate and flip images, and add artistic effects. You will also explore how digital images can be used, such as in documents, e-mail, and wallpapers. Bring some photos in your camera or on a memory stick and a connecting computer cord if you have one.

\$135 + GST
Mon Mar 23 – Apr 6 6:30 – 9:30 pm

Online Publishing – Designing and Publishing Your Book 2 Hours

new

Always wanted to be a published author? Have family history or special events that should be preserved or shared? Learn how to use online publishing services to produce and publish your own book. During this hands-on workshop you will learn to create, design and publish. Students should bring a CD or USB memory stick with at least 21 photos relating to a love story theme (eg. wedding, anniversary, courtship). Prerequisite: Internet Experience.

\$80 + GST
Sat Feb 21 1 – 3 pm

DAYTIME WORKSHOPS

Refer to previous computer/business course descriptions. Unless otherwise noted, details are as follows:

\$135 Manual \$30 + GST

Computer Basics 3 Hours

\$65 + GST
Mon May 11 9 am – Noon

Computer Security & Maintenance 3 Hours

\$65 + GST
Mon May 11 1 – 4 pm

MicroSoft Windows XP 6 Hours

Tue May 12 9 am – 4 pm

MicroSoft Excel 6 Hours each Level

Introductory – Level 1
Wed May 13 9 am – 4 pm

Intermediate – Level 2
Wed May 20 9 am – 4 pm

Advanced – Level 3
Wed May 27 9 am – 4 pm

MicroSoft Word 6 Hours each Level

Introductory – Level 1
Fri May 22 9 am – 4 pm

Intermediate – Level 2
Fri May 29 9 am – 4 pm

Advanced – Level 3
Fri Jun 5 9 am – 4 pm

MicroSoft Access 6 Hours each Level

Introductory – Level 1
Fri May 15 9 am – 4 pm

Intermediate – Level 2
Thu May 28 9 am – 4 pm

MicroSoft PowerPoint 6 Hours each Level

Introductory – Level 1
Thu May 14 9 am – 4 pm

Intermediate – Level 2
Thu May 21 9 am – 4 pm

Outlook – Level 1 6 Hours

Tue May 19 9 am – 4 pm

Simply Accounting 18 Hours each Level

Level 1
\$225 Manual \$35 + GST

Sat May 2, 9 & 23 9 am – 4 pm

Level 2
\$225 Manual \$35 + GST

Sat May 30, Jun 6 & 13 9 am – 4 pm

QuickBooks – Level 1 18 Hours each Level

Level 1
\$225 + GST Manual \$35 + GST

Sat May 2, 9 & 23 9 am – 4 pm

Level 2
\$225 + GST Manual \$35 + GST

Sat May 30, Jun 6 & 13 9 am – 4 pm

Understanding Financial Statements 6 Hours

\$135 + GST
Tue May 26 9 am – 4 pm

HORTICULTURE

Turfgrass Management – Levels I, II & III 1 Week each Level

Recognizing the complexity of the turfgrass industry, Olds College offers a series of three courses designed to meet the needs of turfgrass managers working in Western Canada. These highly successful credit courses have undergone an extensive review and update to ensure they continue to meet the needs of turfgrass managers in a highly competitive and constantly changing industry. The series consists of three one-week training sessions or levels. Each level is a five day course that involves classroom lectures, lab work and evening sessions. Upon successfully passing all three levels, students are awarded a Turfgrass Management Certificate of Completion.

Level II \$849 (GST exempt)
Mon – Fri

Level III \$849 (GST exempt)
New! 2009 dates! March 2 – 6, 2009

Level I
Specific dates and fee TBD

Utility Tree Worker Safety Training for the industrial Vegetation Management Association of Alberta



2 Weeks
This program, offered at Olds College for the Industrial Vegetation Management Association of Alberta (IVMAA) is for individuals working in the clearing of brush and trimming of trees around powerlines. The program provides safety and technical training in all aspects of the work:

electrical safety, fire prevention, and all methods of clearing and trimming. The purpose of the IVMAA's training and certification program is to ensure workers are trained to work safely in all aspects of their work including around electrical conductors. This course is one of the components required to apply for certification as a Utility Tree Worker or Utility Tree Trimmer in Alberta. To enroll in this course you must have six months of related work experience in tree and brush work around powerlines. ISA CEUs pending.

Tuition on or before Feb 9, 2009
 \$2050 IVMAA Members
 \$2300 Non-members

Tuition after Feb 9, 2009
 \$2100 IVMAA Members
 \$2350 Non-members

Mon – Fri Feb 23 – Mar 6 8 am – 5 pm

Utility Tree Worker and Utility Tree Trimmer Recertification Course

2 Weeks

Certified Utility Tree Workers and Utility Tree Trimmers are required to successfully complete this three-day electrical safety refresher course every 5 years. ISA CEUs pending.

Tuition on or before Jan 21, 2009
 \$450 IVMAA Members
 \$575 Non-members

Tuition after Jan 21, 2009
 \$500 IVMAA Members
 \$625 Non-members

Wed – Fri Feb 4 – 6 8 am – 5 pm

Certified Horticultural Technician (CHT) Exam Tutorial

2 Days

The Certified Horticultural Technician (CHT) program is an accreditation exam that tests candidates on job standards in the ornamental horticulture industry. Olds College is offering this new tutorial for those preparing for the CHT exam. You will focus on those areas students tend to find the most challenging. The course is designed to augment the study materials received when the student registers for the CHT exam.

Fee: TBD

March 2009 (specific dates TBD)

Permaculture for Cold Temperate Gardens

2 Days

Permaculture is a design system for maximizing food production in any given area. It combines plants, animals, people and structures in mutually beneficial ways on the landscape. Based on nature and traditional farming/living techniques, it teaches us much in the way of common sense that we have forgotten.

This weekend introduction course will focus on smaller scale Permaculture, with applications for urban and small acreage owners. In class, all students will create a design of their own property to integrate their own aspects of land, soil, water, plants, animals, humans and structures. There will also be a focus on growing, harvest and storage techniques of a cold temperate climate.

\$199 Calgary Campus
 Sat – Sun Apr 4 – 5 9 am – 5 pm

OR

\$199 Olds Campus
 Sat – Sun Apr 18 – 19 9 am – 5 pm

Environmentally Sustainable Yards (ESY) 20 Hours for each Level

Learn how to practice sustainability in your own yard with this new program. ESY combines leading edge sustainability principles with lessons learned over Olds College's long history of horticultural education, all with a science-based approach.

What is an environmentally sustainable yard? It is a beautiful, healthy, easy-to-maintain yard that employs the practices of environmental sustainability and embodies the principle of living within the natural limits of our planet. Change the way you approach planning, planting, and maintaining your landscape to give yourself a yard where less is more: less water, time, effort and manufactured inputs, and more enjoyment, satisfaction, and most importantly a yard in harmony with the natural environment.

Join us and learn the steps to having an Environmentally Sustainable Yard. It's ESY!

ESY Level I

This course introduces the student to the basic principles and practices of Environmentally Sustainable Yards. The student will learn the principles of ESY landscape design, tree and shrub selection, the value of soil in the Environmentally Sustainable Yard and simple means of beneficial insect conservation.

\$349 Calgary Campus 6:30 – 9:00 pm

Tue & Thu Jan 27 & 29

Mon & Wed Feb 2 & 4

Tue & Thu Feb 10 & 12

Wed & Thu Feb 18 & 23

OR

Calgary Campus 9:00 am – 3:00 pm
 Sat & Sun Jan 31, Feb 1, 14, & 15

OR

Olds Campus 9:00 am – 3:00 pm
 Sat & Sun Mar 7, 8, 14, 15

ESY Level II

This course introduces the student to more advanced applications of the principles and practices of Environmentally Sustainable Yards. The student will learn how to select and maintain ESY perennials, turf and ground covers and how

to attract beneficial insects, manage soil and utilize water efficiently. Prerequisite: ESY Level I.

Calgary Campus 6:30 – 9:00 pm
 Tue & Thu Mar 3 – 31

OR

Calgary Campus 9:00 am – 3:00 pm
 Sat & Sun Feb 2 – 28 & Mar 1

OR

Olds Campus 9:00 am – 3:00 pm
 Sat & Sun Mar 21 – 29

ESY Level III

This course introduces the student to more advanced applications of the principles and practices of Environmentally Sustainable Yards as they apply to selected natural and managed landscapes, technology in the landscape, maintenance practices, recruitment of beneficial arthropods into the landscape, and hardscaping options. Prerequisite: ESY Level II.

Summer 2009

Call 1-800-661-6537 ext. 4677 for an ESY brochure with more details or visit www.oldscollege.ca/esy

ARBORICULTURE

Visual Tree Assessment (VTA) Workshop

1 Day 6 ISA CEUs

If you are involved or want to be involved in performing tree risk assessments and valuing trees, this advanced one-day workshop is for you. Learn to assess trees as well as their immediate environment above and below ground. This course is for arborists with training or experience and a working knowledge of tree biology. Lunch will be provided. Calgary Campus.

\$199 + GST

Sat Feb 7 9 am – 4:30 pm

Tree Valuation I – Trunk Formula Method

1 Day 6 ISA CEUs

This one-day workshop is for working arborists who are involved or want to be involved in Tree Valuation. Learn to calculate tree value using the trunk formula method. Your instructor is Don Hay, Certified Arborist and Horticultural Technician with the City of Calgary. This course is for arborists with training or experience and a working knowledge of tree biology. Lunch will be provided. Calgary Campus.

Once you have completed this workshop, join us March 15 and expand your tree valuation skills with Tree Valuation II – Replacement Cost and Cost of Cure.

\$199 + GST

Sat Feb 28 9 am – 4:30 pm

Tree Valuation II – Replacement Cost and Cost of Cure



1 Day

6 ISA CEUs

If you attended Tree Valuation I and want to learn more, expand your skills in Tree Valuation with this one-day workshop. Learn to use formulas to calculate tree value using the replacement cost method and cost of cure. Your instructor, Don Hay is a Certified Arborist and Horticultural Technician with the City of Calgary. Prerequisite: Tree Valuation I. Lunch will be provided. Calgary Campus.

\$199 + GST

Sat Mar 14 9 am – 4:30 pm

International Society of Arboriculture (ISA) Certification Exam Tutorial

Write the ISA Certification Exam with confidence! We have assembled an outstanding team of instructors to assist you as you prepare for the exam. Olds College instructors and industry experts will highlight and review important concepts required to pass the exam. The tutorial is an overview only, not intended as an in-depth discussion of any one topic.

Required Text: ISA Arborists' Certification Study Guide, Lilly, Sharon J., ISBN 1-881956-26-1, available from the Olds College Bookstore 1-800-661-6537 ext. 4630, call for price.

Date: approximately 1 week prior to ISA Certification Exam (Spring 2009)

HORTICULTURE COURSES:

For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

FOR MORE INFORMATION OR TO REGISTER

Call:
1-800-661-6537 ext.4677
or 403-556-4677

Email:
coned@oldscollege.ca

Web site:
www.oldscollege.ca/ce



PRAIRIE HORTICULTURE CERTIFICATE

3 Terms per Year

The Prairie Horticulture Certificate (PHC) Program is the first homestudy program in horticulture designed specifically for the Prairie Provinces. It is offered co-operatively by a consortium of four Western Canadian institutions (Olds College, Assiniboine College, University of Manitoba and University of Saskatchewan) who develop and deliver courses for the program in their areas of expertise. Register for any of the PHC courses through Olds College by calling 1-800-661-6537 ext. 8321 or 4609.

To receive a Prairie Horticulture Certificate, students must complete all courses specified for their particular chosen stream and maintain an overall average of 60%. A total of 8 or 9 courses, depending on which stream you are in, OR a total of 360 hours represents the minimum requirement for a certificate.

You can complete as many or as few courses as you like and you are free to choose courses that interest you from any stream. If you are interested in pursuing a certificate we recommend that you start with Applied Botany and Soils for Horticulture followed by the required courses and then the elective courses.

All assignments are handled by mail, email or faxed to the delivering institution (in some cases, directly to your instructor). The course instructor is available by telephone or email at pre-scheduled times to answer questions or receive comments about the course.

continued



12



Schedule of Fees

Fees shown are subject to change without prior notice. There will be a \$25.00 graduation fee levied upon completion of the Prairie Horticulture Certificate.

Course Materials and Resources

If you have registered in a course that is delivered by one of the other consortium partners (U of M, U of S, ACC), your name and address will be forwarded to that institution by Olds College Continuing Education. Your course materials will be mailed to you by that institution.

Cancellations

Students have two weeks (14 days) after the start of the term to withdraw from any course. The tuition fee less a \$50.00 administration fee will be issued upon return of the course materials. Refunds are NOT issued after the second week of the term. Non-payment of fees, non-attendance, or failure to submit assignments does not constitute cancellation of registration. The effective date of cancellation is the date on which your Withdrawal Letter is received by Olds College.

TERM DATES FOR 2009:

Term 2: Mon Jan 19 – Fri Mar 27

Exam: Sat Mar 28

Registration Deadline: Mon Jan 12

Term 3: Mon Mar 30 – Fri Jun 5

Exam: Sat June 6

Registration Deadline: Mon Mar 23

Term 1: Sept – Dec (specific dates TBD)

STREAMS

The Prairie Horticulture Certificate program offers four streams. The following are lists of courses required for each stream:

Fruit and Vegetable Production

Required Courses:

Applied Botany	60 hrs
Soils for Horticulture.....	60 hrs
Post-harvest Handling of Food Crops	30 hrs

And at least 3 of:

Integrated Plant Management	60 hrs
Safe Work/Pesticide Application	30 hrs
Basics of Horticulture Marketing	30 hrs
Basics of Horticulture Business Management.....	30 hrs

And at least 2 of:

Vegetable Production.....	30 hrs
Fruit Production	30 hrs
Propagation.....	60 hrs
<i>Plus an elective course (if necessary) to meet the minimum requirement of 360 hours.</i>	

Greenhouse Crop Production

Required Courses:

Applied Botany	60 hrs
Soils for Horticulture.....	60 hrs
Greenhouse Crop Production	60 hrs
Greenhouse Structures and Environments	30 hrs

And at least 3 of:

Integrated Plant Management	60 hrs
Safe Work/Pesticide Application	30 hrs
Basics of Horticulture Marketing	30 hrs
Basics of Horticulture Business Management.....	30 hrs

And at least 1 of:

Indoor Landscaping	60 hrs
Propagation	60 hrs
<i>Plus an open elective course (if necessary) to meet the minimum requirement of 360 hours.</i>	

Landscaping and Arboriculture

Required Courses:

Applied Botany	60 hrs
Soils for Horticulture.....	60 hrs
Woody Landscape Plants.....	30 hrs
Arboriculture	30 hrs

And at least 3 of:

Integrated Plant Management	60 hrs
Safe Work/Pesticide Application	30 hrs
Basics of Horticulture Marketing	30 hrs
Basics of Horticulture Business Management.....	30 hrs

And at least 2 of:

Landscape Design.....	60 hrs
Landscape Construction	30 hrs
Indoor Landscaping	60 hrs
Turfgrass Production and Management	60 hrs
Herbaceous Landscape Plants	30 hrs
<i>Plus an open elective course (if necessary) to meet the minimum requirement of 360 hours.</i>	

Nursery Crop Production

Required Courses:

Applied Botany	60 hrs
Soils for Horticulture.....	60 hrs
Nursery Crop Production	30 hrs
Propagation	60 hrs

And at least 3 of:

Integrated Plant Management	60 hrs
Safe Work/Pesticide Application	30 hrs
Basics of Horticulture Marketing	30 hrs
Basics of Horticulture Business Management.....	30 hrs

And at least 1 of:

Woody Landscape Plants.....	30 hrs
Landscape Design.....	60 hrs
Landscape Construction	30 hrs
<i>Plus an open elective course (if necessary) to meet the minimum requirement of 360 hours.</i>	

Open Electives

Medicinal and Aromatic Plants	30 hrs
Floral Design.....	30 hrs
Field Production of Floral Crops.....	30 hrs
Human Resource Management.....	60 hrs
<i>or any course from another stream</i>	

COURSES

When registering for an Olds College course, please also order the textbook (if applicable) so it can be sent in the same package!

Applied Botany

Offered in Terms 1, 2 and 3

Basic plant anatomy at the cellular and whole organ levels are covered as well as the processes of photosynthesis and respiration. You will learn plant classification and naming, with botanical grammar being emphasized. Plant hormones, pollination, fruit set and reopening are discussed. Basic propagation is addressed and comprehensive coverage is given to climatic factors of importance to prairie horticulture. The course concludes with a discussion on diseases of significance to prairie horticulture. (University of Saskatchewan)

\$450 (GST exempt) \$50 + GST material fee

Arboriculture

Offered in Terms 1, 2 and 3

Learn basic terminology used in arboriculture, understand the principles of care and maintenance of trees and shrubs in the landscape, learn procedures involved in the installation, establishment and maintenance of trees and shrubs, and understand basic concepts of the effects of the urban environment on the growth and development of woody plants. (University of Manitoba)

Note: It is recommended that students complete Applied Botany and Soils for Horticulture before registering in Arboriculture. It is also recommended to have knowledge of or be concurrently enrolled in Woody Landscape Plants and Safe Work/Pesticide Application.

\$425 (GST exempt)

Basics of Horticulture Business Management

Offered in Terms 1, 2 and 3

This course introduces business management basics to those who are interested in operating a small business within the horticulture industry. You will gain an understanding of the characteristics of a small business and the principles of small business organizations, financial performance in a small business, small business budgeting, and human resource management for the small business. (Olds College)

Required text: Small Business Management: Launching and Managing New Ventures, Justin Longenecker et al. ISBN 0-17-640724-3
Approximate cost: \$93.95 + GST
Call 1-800-661-6537 (Ext. 8321 or 4609) to order textbook when registering for this course.

\$365 (GST exempt)

Basics of Horticulture Marketing

Offered in Terms 1, 2 and 3

This course introduces marketing basics to those interested in marketing within the horticulture industry. You will gain an understanding of the fundamental marketing elements of the Canadian and prairie horticultural industry, basic principles of marketing and consumer behavior, price-setting, elements of the sales process, distribution channels in domestic and global markets, and the marketing plan and its components. (Olds College)

Recommended text: Small Business Management: Launching and Managing New Ventures, Justin Longenecker et al. ISBN 0-17-640724-3 Approximate cost: \$93.95 + GST. Call 1-800-661-6537 (Ext. 8321 or 4609) to order textbook when registering for this course.

\$365 (GST exempt)

Field Production of Floral Crops

Offered in Terms 1, 2 and 3

This course takes you through the steps to plan and establish a production field for floral crops. You will gain sufficient knowledge to make practical decisions about what to grow and how to establish, maintain and harvest selected floral crops. (Olds College)

\$410 (GST exempt)

Floral Design

Offered in Term 1

This course covers the theory and practice of floral design. Topics covered include: floral crop origins and distribution; basic botany; nomenclature and terminology; care and handling of fresh cut flowers/foilage. Learn a basic understanding of the tools, supplies, and mechanics used in floral design. Floral design styles, elements and principles are also covered. (University of Saskatchewan)

Required text: Hunter, Norah T. The Art of Floral Design. 2nd Edition. Delmar Thomson Learning. ISBN: 0-8273-8627-3. Approximate cost: \$178.95 + GST. To order textbook call the U of S bookstore at (306) 966-4476 or 1-888-214-8888, or fax (306) 966-7416.

Note: You will be required to purchase tools and supplies in order to complete course assignments and activities.

\$225 (GST exempt) Material Fee \$50 + GST
Tools and Supplies \$45 approx

Fruit Production

Offered in Term 2 Only

You will learn about the role of the prairie climate in large-scale fruit production; plant breeding and cold hardiness; flowering and fruit development; fruit growth, thinning and maturity indices; harvesting techniques; and concepts of post-harvest storage are briefly discussed. Site selection, orchard establishment, planting and frost protection, as well as pruning and

grafting are also covered. Fruit crops include apples, plums, pears, strawberries, raspberries, currants and Saskatoon berries. (University of Saskatchewan)

Note: It is strongly recommended that students complete Applied Botany before registering for Fruit Production.

Recommended text: Bors, Bob and Matthews, Linda. Dwarf Sour Cherries: A Guide for Commercial Production. 2004. ISBN: 0-88880-492-X Approximate cost: \$29.95 + GST Call the Saskatoon, University Extension Press at (306)-966-5565 to order textbook.

\$225 (GST exempt) Material Fee \$50 + GST

Greenhouse Crop Production

Offered in Terms 1, 2 and 3

Learn several aspects of greenhouse production including an overview of the prairie greenhouse industry, production economics, chemical and biological pest control and the production of bedding plants, potted and flowering plants and vegetables. (Olds College)

\$475 (GST exempt)

Greenhouse Structures and Environments

Offered in Terms 1, 2 and 3

Learn the fundamentals of greenhouse construction and maintenance, as well as specialized features of greenhouse structures and environmental controls. (Olds College)

\$475 (GST exempt)

Herbaceous Landscape Plants

Offered in Terms 1, 2 and 3

This course is a study of common plants in prairie landscapes including herbaceous perennials, biennials, and annual flowers. You will also learn about classification, identification, landscape characteristics, adaptations, cultural requirements, value and use. (Olds College)

Required texts:

1) Bedding Plant Favorites, Lois Hole ISBN 1-55105-039-0 Approximate cost: \$19.95 + GST;
2) Perennial Gardening Guide, John Valleau, ISBN 0-96994-832-8 Approximate cost: \$17.95 + GST
Call 1-800-661-6537 (Ext. 8321 or 4609) to order these textbooks when registering for this course.

\$415 (GST exempt)

Human Resource Management

Offered in Terms 1, 2 and 3

This course provides an opportunity for the study and understanding of leadership development through human resource management. Special emphasis will be given to the theory of human resource management and the development of management skills. The course is designed to address the role of a manager, management theories and styles, work group behavior,

and leadership and influence. More practical applications of human resource management such as motivation, staff development, performance appraisal, stress management and interpersonal communications will receive considerable attention. (Assiniboine Community College)

Required texts:

1) Managing People on Your Farm ISBN 1-894148-70-3, Canadian Farm Business Management Approximate cost: \$35 + GST;
2) Managing People on Your Farm – video/DVD Approximate cost: \$35 + GST
To order textbooks call the ACC Bookstore at 1-800-862-6307, ext. 6788.

\$425 (GST exempt)

Indoor Landscaping

Offered in Term 1

This course covers both the theory and practice of indoor landscaping. Topics include: an overview of the indoor landscaping industry; basic design concepts; people/plant relationships and the function of plants in the indoor environment. Plant culture, maintenance and integrated pest management are discussed. The course concludes with a section on indoor landscaping as a business: preparation of cost estimates, budgeting, advertising, etc. You should be able to create, install and maintain a commercial indoor landscape on completion of this course. (University of Saskatchewan)

Note: It is strongly advised that students complete Applied Botany and Soils for Horticulture before registering for Indoor Landscaping. Also, you will require a light metre to complete assignments in this course.

Required text: Hessayon, Houseplant Expert. Sterling Expert Books. ISBN: 978-0-903505-352. Approximate cost: \$23.95 + GST. To order textbook call the U of S bookstore at (306) 966-4476 or 1-888-214-8888 or fax (306) 966-7416.

\$450 (GST exempt) Material fee \$100 + GST

Integrated Plant Management

Offered in Terms 1, 2 and 3

This course outlines the basics of identifying, monitoring, predicting, and managing the environment and pest problems affecting horticulture crop growth. Upon completion of this course, you should be able to diagnose problems, provide solutions and predict how the manipulation of growing conditions will impact other factors. (University of Manitoba)

Note: It is strongly advised that students complete Applied Botany and Soils for Horticulture before registering for Integrated Plant Management.

\$525.00 (GST exempt)

Landscape Construction

Offered in Terms 1, 2 and 3

This course will introduce you to the theory and application of landscape construction. You will learn about: interlocking paving stones; water features; retaining walls; low voltage lighting; wooden decks; and fences. Safety procedures are emphasized. (Olds College)

\$495 (GST exempt)

Landscape Design

Offered in Terms 1, 2 and 3

Develop the skills you need to produce a simple residential landscape design for a client. This course covers: explaining the design process; identifying client needs; producing a series of preliminary site plans and a design program; using drafting equipment; and producing a basic landscape design in "plan view". (Olds College)

\$550 (GST exempt) Material fee \$90 + GST

Medicinal and Aromatic Plants

Offered in Term 2

This is an introductory course covering the production and marketing of medicinal and aromatic plants on the Prairies. You will develop useful skills that can be applied to establishing or conducting an herb production, processing or marketing enterprise. (University of Saskatchewan)

Required texts:

- 1) "Herb and Spice Production Manual" – Saskatchewan Herb and Spice Association. This manual is available on a CD or textbook. Students can purchase either one. The CD is approximately \$50.00 and the textbook is approximately \$90.00 + GST
 - 2) The potential of herbs as a cash crop. Miller, R.A. (1985). Kansas City, Missouri: Acres, USA. ISBN: 0-9-11-311-55-6. Approximate cost is \$35.00 + GST. Call the U of S bookstore at (306) 966-4476 or 1-888-214-8888 or fax (306) 966-7416 to order textbooks.
- \$225 (GST exempt) Material fee \$50 + GST

Nursery Crop Production

Offered in Term 2

This course covers the principles and practices of the production of trees, shrubs, and perennial plants. Both field and container production are addressed in the commercial business environment. The historical evolution of the prairie industry is discussed as it relates to current crop management practices. (Assiniboine Community College)

Note: It is strongly recommended that students have completed Applied Botany, Soils for Horticulture, Safe Work/Pesticides, Integrated Pest Management, Woody Landscape Plants or obtained consent from your home institution program director.

\$425 (GST exempt)

Required texts:

- 1) Nursery Production by Charles Heuser and Richard Stinson, Second Edition, Pennsylvania State University, 1989 Bar Code #4625. Approximate cost: \$34.40 plus GST;
- 2) Canadian Nursery Trades Association. Canadian Nursery Standards. 1996 Bar Code #4626. Approximate cost: \$20.20 plus GST;
- 3) Container Nursery Design by Bonnie Lee Appleton, American Nursery Publication Co. 1986 Bar Code #4627. Approximate cost: \$30.25 plus GST. Call the ACC Bookstore at 1-800-862-6307, ext. 6788 to order textbooks.

Post Harvest Handling of Food Crops

Offered in Term 2

The principles of post-harvest handling, storage, and transportation of fruits, vegetables and herbs are covered in this course. Learn handling and storage practices to maintain the quality of fresh fruits and vegetables on the Canadian Prairies; what constitutes high quality produce; when a crop should be harvested for optimum quality; specific storage environments required by various crops; and causes of quality loss during storage and transportation. Storage and handling of fresh herbs will also be discussed. (University of Manitoba)

Note: Before enrolling in this course, the student should be familiar with botanical structures of fruits and vegetables. Applied Botany is recommended prior to taking this course.

\$425 (GST exempt)

Propagation

Offered in Terms 1, 2 and 3

Learn both theoretical and practical information for plant propagation in this hands-on course. You will gain an understanding of the physiological and physical processes involved in propagation and the required skills to carry out various propagation techniques. (Olds College)

Required text: Plant Propagation Principles and Practices, Hudson Hartmann et al. ISBN 0-13-679235-9.

Approximate cost: \$138.50 + GST
Call 1-800-661-6537 (Ext. 8321 or 4609) to order textbook when registering for this course.

Note: It is strongly recommended to complete Applied Botany prior to registering for this course. You will propagate plants from seed and cuttings in a small propagation structure you create yourself, documenting the results photographically. You will need a camera and you will need to supply the materials for your propagation structure.

\$450 (GST exempt) Material fee \$40 + GST

Safe Work/ Pesticide Applicators License

Offered in Terms 1, 2 and 3

This course discusses aspects of attitudes on safety in the use of pesticides in the horticulture industry. Topics include: basic chemistry; legislation and regulations; labeling; toxicity; handling practices; environmental protection; pest management; application equipment; emergency response; and public relations. (Assiniboine Community College)

Required texts:

- 1) Toward Human Sustainability in Agriculture Edited by James A. Dosman, M.D., R.R.C.P.(C), Helen H. McDuffied, Ph.D., Centre for Agriculture Medicine, University of Saskatchewan 1994 Approximate cost: \$7+ GST;
 - 2) Production Recommendations for Greenhouse Floriculture, Publication 370 Agdex #290, ISBN 1492-6512 Ministry of Agriculture, Food and Rural Affairs, Approximate cost: \$35 + GST
 - 3) Growing Greenhouse Vegetables, Publication 371 Agdex #371, ISBN 1492-6601, Ministry of Agriculture, Food and Rural Affairs, Approximate cost: \$35 + GST
- Call the ACC Bookstore at 1-800-862-6307, ext. 6788 to order textbooks.

\$425 (GST exempt)

Soils for Horticulture

Offered in Terms 1, 2 and 3

This course provides an introduction to the fundamental principles of Soil Science with specific reference to the study of horticulture. The components of soil, their physical and chemical properties, and soil-water relationships will be the theoretical basics on which soil management and fertility is considered. Synthetic and natural fertilizers and amendments which improve soil physical properties are investigated. Potting media for greenhouse production are examined; however, the course emphasis is on natural soils. (University of Saskatchewan)

\$450 (GST exempt) Material fee \$50 + GST

Turfgrass Production and Maintenance

Offered in Terms 1, 2 and 3

This course outlines the production and maintenance of turfgrasses to enable you to function within the landscaping and turf production industries. Topics include: an overview of the turfgrass industry; turfgrass physiology; plant morphology and species identification; native turfgrass; soils; turfgrass establishment, culture, management practices and problems; turfgrass pest control and integrated pest management. (Assiniboine Community College)

Required texts:

1) Weeds of the Prairies, Carol J. Bubar, Susan J. McColl and Linda M. Hall, Alberta Agriculture, Food and Rural Development 2000, ISBN 0-7732-6147-8, Approximate cost: \$30 + GST

2) Great Plains Turfgrass Manual, Dennis McKernan, 3rd Edition 1997, Life Works Design & Consulting, 1994, ISBN 0-9698200-0-3, Approximate cost: \$45 + GST
Textbooks can be ordered by contacting Assiniboine Community College Bookstore at 1-800-862-6307 (ext. 6788).

\$495 (GST exempt)

Vegetable Crop Production

Offered in Term 1

You will learn about soils, climate, equipment management and marketing of vegetable crops on the Canadian Prairies. Get acquainted with the common needs of various groups of crops ranging from pole to vine crops. Completion of this course will provide you with the knowledge from which to draw extensively in establishing a vegetable enterprise, managing an existing operation, performing various duties with another grower's business or in advising others on vegetable production. (University of Manitoba)

Note: It is recommended that students complete Applied Botany and Soils for Horticulture before registering in this course.

Required text: Diseases and Pests of Vegetable Crops in Canada: An Illustrated Compendium. Ronald, J., ed. Canadian Phytopathological Society. Cost \$78.50 + GST. Contact the U of M Bookstore at 1-800-310-3331 to order this textbook.

\$425 (GST exempt)

Woody Landscape Plants

Offered in Terms 1, 2 and 3

Learn about plants common in prairie landscapes including deciduous and evergreen trees, shrubs, vines and ground covers. This course also covers classification, identification, landscape characteristics, adaptations, cultural requirements, value and use. (University of Manitoba)

\$425 (GST exempt)

PRAIRIE HORTICULTURE CERTIFICATE COURSES:

For more information or to register, call 1-800-661-6537 ext. 8321 / 4609 or 403-556-8321 / 403-556-4609 or complete the registration form on page 22 and fax it to 403-507-7958

INTERNATIONAL

Homestays/Industry Practicums

Olds College provides international learning experiences in Canada for foreign students.

If you would like to be included on our roster of family oriented cultural homestays (usually 1–3 months), or our industry practicums (usually 3–8 months), please call our International Office at 403-556-8344.

Study and Travel Opportunities Abroad

Olds College has several formal exchange and cooperative agreements with institutions and associations in other countries. These arrangements allow students to find rewarding learning experiences in a safe and cost efficient environment.

SPANISH

16 Hours each Level

Level 1

A combination of grammar and conversational instruction by way of instructor handouts and speaking in class are utilized in this course. This course is geared towards students with little or no previous knowledge of the Spanish language. The textbook is to be determined but will be available for purchase from the Olds College Bookstore.

\$110 (includes GST)

Tue Feb 10 – Mar 31 7 pm – 9 pm

Level 2

This course continues the learning program started in Level 1. Learners comfortable with the basics in Level 1 will make good use of Level 2. This course is still for beginning learners, but will support the learner at a more advanced beginner's level. The course focuses mainly on essential grammar, conversational skills, and vocabulary building. The course group will be smaller to ensure individual support to learning. The textbook determined for Level 1 will be used in Level 2 and will be available for purchase from the Olds College Bookstore.

\$110 (includes GST)

Thu Feb 12 – Apr 2 7 pm – 9 pm

INTERNATIONAL ACTIVITIES AND COURSES:

For more information call
1-800-661-6537, ext. 8344 or
403-556-8344

To register for Spanish courses, call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

LAND & ENVIRONMENT

Dominican Republic Agri-Eco Tour 2 Weeks

Are you looking for a business opportunity rather than just a holiday? If you'd like to escape the Canadian winter, but sun, surf and sand alone aren't quite your thing, then this two-week Agri-Eco tour is for you! Olds College has partnered with the Universidad Agroforestal Fernando Arturo De Merino (UAFAM) in Jarabacoa, Dominican Republic, to provide you with an opportunity to network with others interested in protecting land quality and advancing agricultural markets. Observe agricultural and horticultural activities in the mountains, on the grasslands, and in the forests of the Dominican Republic. You will visit traditional small farms, large primary production operations, organic plantations and value added ventures, and observe what some Dominicans are doing to address complex consequences of agriculture and other land development. You will also have the opportunity to attend a networking evening with Dominican agri-businessmen and government officials. You will learn about the Canada-Dominican Republic Free Trade Agreement Negotiations and how a Canada-DR FTA would benefit the agricultural market access for goods, services and investment.

But it's not all work! - There will also be some time to experience the Dominican Republic's wide array of recreational activities such as white water rafting, hiking, golfing, whale watching and even a little time at the beach!

Talk to your accountant about the tax benefits of this business development opportunity.

It is recommended that participants be of moderate physical fitness as this tour may encompass walking distances up to 5km, occasionally on rough terrain. Please be sure to bring appropriate clothing and footwear.

Approximate Cost: \$5500 per person
Feb 2010

For more information and pricing options contact Mary Jane Block at mblock@oldscollege.ca or 1-800-661-6537 ext. 7761

Environmental Reclamation Certificate Program 22 Weeks

Stettler, Alberta,
Big Country Educational Consortium

Fast track your career with this intensive training in the lucrative and demanding field of environmental reclamation. Get quick results as you combine hands-on learning with theory to provide a practical application of repairing land disturbed or contaminated by oil, gas and related industrial sites.

At the end of the program you will be given the opportunity to apply your new skills when you step out into industry for a two week practicum.

Upon successful completion of the program, participants will be issued an Olds College Certificate in Environmental Reclamation.

Prerequisite: Grade 12 or Alternate Admission status as per Olds College guidelines.

Mon – Fri Fall 2009 9 am – 4:30 pm
plus 2-week or 80 hr work experience

For full program details and fee schedule Contact Renee Martel at rmartel@oldscollge.ca or 1-800-661-6537 ext. 7954 or 403-507-7954

Environmental Field Study Hikes

3 Days

This two-course series will begin Friday evening, with an introduction to some basic concepts about ecology and the environment. Saturday and Sunday will be spent hiking and looking at plant identification, plant and animal adaptations to different environments, population interactions, community relationships, and ecosystem dynamics. The selection of trails will depend upon conditions at the time, but will involve enough elevation gain to reach alpine meadows, so moderate physical fitness is a requirement. Potential trails in the Kananaskis area include Galatea Lakes and the Centennial Trail that reaches the top of Mt. Allen and, in the Lake Louise area, the trail to Eiffel Lake and the trail to the top of Fairview Peak. Saturday evening discussions will focus on specific environmental issues such as the importance of maintaining biodiversity and problems associated with this. Accommodation will be at local area hostels and fees will include all meals and accommodation costs.

\$249 + GST

For more information contact Mary Jane Block at mblock@oldscollge.ca or 1-800-661-6537 ext. 7761

Fundamentals of Wellsite Assessment

2 Days

Dig deeper into the significance of soil properties and see how your skills in vegetation evaluation measure up! Discover how to assess a wellsite: Will it meet industry criteria? Put your new skills to the test during a field school on the second day. It is strongly recommended that you either have some background or have participated in the Introduction to Soil Properties and Vegetation Management Workshop and Fundamentals of Plant Identification prior to attending this course.

\$399 + GST

Wed – Thu Jun 17 – 18 8 am – 5 pm

Introduction to Soil Properties & Vegetation Management

3 Days

Jump start your success in industry with this hands-on workshop that will introduce you to basic soil properties and vegetation management. This 3-day course is for new and experienced environmental professionals and will involve 1 1/2 days in the lab and classroom, and 1 1/2 days on a field tour. This is an excellent introductory level workshop designed to prepare the professional for other environmental courses.

\$599 + GST

Mon – Wed May 25 – 27 8 am – 5 pm

LAND ETHICS



A Three Course Series

"Ethics" is a term that is becoming very common these days in land-based and other industries.

Register in all or any of this series of 3-week online courses to enhance your ethical decision making, increase your understanding of the standards of ethics in your profession, or develop a code of ethics for your company.

Register for two of the following courses and get the third course free!

Professional Ethics

3 Weeks

Ethics training is now required either to enter a profession or to sustain membership. Regulations of professionals in the workplace is usually based on a code of ethics and there are well defined consequences for code violations. You will increase your ability to apply ethics theory and understand practice standards for land professionals.

\$399 (GST exempt)

Jan 16 – Feb 5

Environmental Ethics

3 Weeks

Environmental Ethics is fundamentally the ethical relationship between human beings and the environment in which they live. This is extremely relevant in the world today, particularly regarding the impact of industrial development on land. Wrong, or bad, conduct on the land can result in serious economic and punitive consequences. Avoid these consequences by determining what your virtues and duties are to ensure correct, or good, conduct on the land.

\$399 (GST exempt)

Feb 6 – Feb 26

Corporate Ethics

3 Weeks

Corporate Ethics focuses on conduct including integrity, accountability, social responsibility and compliance within a business organization. Taking leadership responsibility, find ways to create a code of ethics for your business, incorporate a common culture of ethical conduct

throughout your organization, and communicate your ethical position to clients, regulators and general public.

\$399 (GST exempt)

Feb 27 – Mar 20

LAND & ENVIRONMENT COURSES:
For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

Land Agent Licensing

10 Weeks – Online



Get an excellent overview of the Land Agent Industry. Take this 10 week online course while you continue to work. This course is a component of the licensing requirements of Land Agents in Alberta but also a great introduction for those looking into the industry. At completion of this course you will be able to:

- Describe legislation governing land agents
- Explain communication and negotiations skills
- Describe surface agreements and contract law
- Describe Crown, public, patent, first nations, and Metis land in Alberta
- Explain surface rights and the Land Compensation Board
- Describe the Alberta Energy and Utilities Board
- Explain the energy industry and transportation requirements
- Explain agricultural methods, soils, crops and livestock
- Explain the land agent's role in surface reclamation

\$999 (GST exempt)

Jan 16 – Mar 27

OR

Apr 9 – Jun 17

LAND AGENT LICENSING COURSE:
For more information or to register call
1-800-661-6537 ext. 8299 or
403-556-8299

Rangeland Evaluation

3 Days

Learn to describe sites in regard to plant and soil characteristics, evaluate range conditions, and determine stocking rates. This intensive 3-day course has been designed for anyone estimating rural land value such as real estate agents, land agents, credit advisors and government agencies.

\$499 + GST

Mon – Wed Jun 8 – 10 8 am – 4 pm

Agronomy Courses

Check the Agronomy section on page 2 for:

- Fundamentals of Plant Identification
- Weed IQ

MEAT

Olds College Meat Program puts on a variety of Meat Production and Meat Processing short courses (see below) throughout the year and is continually expanding these offerings to support the educational needs of the Canadian Meat Production and Processing industries. Please check the Olds College Fall 2009 Continuing Education calendar for upcoming dates.

Canadian Meat Production

- Canadian Beef School
- Canadian Pork School

Canadian Meat Processing

- Introductory Meat Cutting
- Processed Meat Basics
- Processed Meat Ingredients
- Processed Meat Calculations

Future Topics will include these new courses:

- Processed Meat Analytical Testing
- Processed Meat: Fermented Sausage
- Computers & the Meat Industry

new

NATURAL FIBRE CENTRE

In association with Olds College

Canada's natural fibre industry is rapidly expanding! The Natural Fibre Centre at Olds College School of Innovation would like to help your business attain the leading edge in the industry and to produce a quality product ready for the global market. If you or your group would like customized fibre workshops e.g. shearing, sorting, grading; we would be happy to discuss them with you. The Natural Fibre Centre Testing Laboratory provides expert service in fibre testing to enable producers to make informed decisions about breeding programs and fibre management for maximum return. Fibre testing is a very integral step to increase herd/flock value and production.

Camelid Fibre Basic Farm Sorter Workshop

This is a basic, intensive, hands-on, two days of learning about camelid fibre for those people who have a desire to learn about on-farm fibre preparation prior to sending the fibre to a fibre co-op, to mills, or to cottage industry artisans for processing.

This course includes:

- Introduction to On-Farm Shearing Technique
- Introduction to Fibre Grades and the Relevance of Grades to Processing and Product Development
- Reading and Understanding Histograms and Their Relation to Breeding Programs
- On-Farm Fibre Sorting: Learning to recognize and understand individual fibre characteristics

- On-Farm Skirting: Preparing a Show Fleece
- Hands-on Skirting and Sorting

Fee: to be determined

Date: TBA

Note: As of April 1, 2009, for those people interested in acquiring advanced fibre knowledge and pursuing the Level I and Level II Camelid Fibre Classer Certification, this workshop will serve as the Prerequisite to entry into the Level I Camelid Fibre Classer Certification course (formerly known as Camelid Fibre Sorter Certification.)

Camelid Fibre Classer

Formerly Camelid Fibre Sorter Certification

LEVEL 1 COURSE OUTLINE

Entrance Standard The prospective course candidates must have at least 3 years of extensive experience working with camelid fibres as well as a working knowledge such as spinning, weaving, knitting, shearing, or production of various other natural fibres.

Shed Fibre Sorter This is a stand alone course for persons who wish to work in the shearing shed sorting camelid fibre which will be sent to a classing warehouse or where fleeces are sold separately to hand spinners or mills who do their own fibre classing.

Course Duration The course is a 4-day, structured, intense workshop consisting of theory and hands-on components as well as written and practical testing.

Assessment Students will be given theory and practical examinations on the completion of the structured workshop studies, requiring a 70% pass mark. Upon passing the structured studies the students will be required to complete an Apprenticeship component. The Apprenticeship component consists of:

- the requirement for students to "farm sort" 200 Huacaya fleeces and 25 Suri fleeces according to the practices taught and the procedures outlined during the Camelid Fibre Sorter Certification Workshop;
- once the sorting requirement is met, the students will then submit 25 individually assessed and recorded Huacaya fleece samples and 10 individually assessed and recorded Suri fleece samples to the Natural Fibre Centre for final examination and grading.
- completion of the apprenticeship requirements must be within 24 months of the date of completion of the structured study workshop in order to qualify for the certification component.

Certification After satisfactory completion of the structured studies and the apprenticeship requirements for the Camelid Fibre Sorter program, the Natural Fibre Centre and Olds College will grant a Certificate of Camelid Fibre Sorter to the successful candidate.

Industry

Spring, 2009

Instructor: Ruth P. Elvestad, Manager,
Natural Fibre Centre & Testing Laboratory
Natural Fibre Centre, Dr. Robert Turner Building
Olds College, Olds, Alberta

\$450 + GST CDN per person for 4 days.

Travel, accommodation and meals
are the responsibility of each student

Deadline for Application: TBA

NATURAL FIBRE CENTRE COURSES:
For more information contact Ruth
Elvestad at relvestad@oldscollege.ca
or 1-800-661-6537 ext. 4683 or go
to the Natural Fibre Centre web site,
[www.oldscollege.ca/schools/ocsi/
NFC/index.htm](http://www.oldscollege.ca/schools/ocsi/NFC/index.htm)

To register call 1-800-661-6537, ext.
4677 / 7956 / 8299 or 403-556-4677 /
403-507-7956 / 403-556-8299

PESTICIDE

Lawn and Garden Domestic Pesticide Dispenser Certification Tutorial 7.5 Hours

All provincial sales outlets carrying regulated
Domestic Class Lawn and Garden Pesticides must
employ a certified Lawn and Garden Pesticide
Dispenser to ensure that consumers have access to
correct information regarding pest control, pesticide
regulations and safety requirements. This one
day tutorial is designed to augment the Lawn and
Garden Pesticide Dispenser homestudy course and
assist participants as they prepare to write the exam.

\$229 (GST exempt) Calgary Campus
Sat Apr 18 8:30 am – 5 pm

OR

\$229 (GST exempt) Edmonton
Sat Apr 18 8:30 am – 5 pm

OR

\$229 (GST exempt) Olds Campus
Mon Apr 20 8:30 am – 5 pm

Lawn and Garden Pesticide Dispenser Training On-site and Custom Training

If you have a group of employees you need to
certify, call us at 1-800-661-6537, ext. 8339 and
ask about on-site or custom training options.

We are happy to accommodate your
organization's training needs in your workplace
at a time convenient for you.

Lawn and Garden Domestic Pesticide Dispenser Homestudy

All provincial sales outlets carrying regulated
Domestic Class Pesticides must have a Certified
Pesticide Dispenser on staff. A Certified

Pesticide Dispenser is required to ensure that
consumers have access to correct information
regarding pest control and that someone at each
retail outlet has knowledge of pesticide sales
regulations and safety requirements.

The Lawn and Garden Pesticide Dispenser course is
a homestudy course available any time throughout
the year. Upon successful completion of this course
(a passing mark of 70% on exam), a Lawn and
Garden Pesticide Dispenser Certificate will be issued.

\$75 (GST exempt)\$5 + GST (shipping & handling)

For more information or to register call
1-800-661-6537 ext. 8321 / 4609 or
403-556-8321 / 403-556-4609

Pesticide Applicator Training Tutorial 4 Days

Obtain your pesticide applicator certificate
without fearing that there's too much information
to study on your own. This four-day training
session reviews and highlights the concepts in the
Lakeland College Pesticide Applicator Homestudy
Course. This tutorial will help prepare you to write
the certifying exam for the Agriculture, Industrial
and Landscape license classifications.

Required material: Lakeland College Pesticide
Applicator Certificate Homestudy Manual

To order the Homestudy Manual or for more
information on the exam, contact Lakeland
College at 1-866-853-8646.

\$499 + GST Olds Campus
Mon – Thu Mar 2 – 5 8 am – 5 pm

OR

\$499 + GST Calgary Campus
Sat – Sun Apr 4 – 5 & 11 – 12 8 am – 5 pm

Pesticide Applicator Authorized Assistant Tutorial

8 Hours

Obtain your Authorized Assistant license with this
one-day training session. This session provides
an overview of the Pesticide Applicator Core
Homestudy Course and will prepare you to write
either a trainer administered examination, or the
Lakeland College Pesticide Applicator Core Exam.

Required material: Lakeland College
Pesticide Applicator Certificate Homestudy
Manual (Core Only)

To order the Homestudy Manual or for
information on the exam, contact Lakeland
College at 1-866-853-8646.

\$179 + GST \$29 for trainer
administered examination (optional)

Olds Campus
Mon Mar 2 8 am – 5 pm

OR

Calgary Campus
Sat Apr 4 8 am – 5 pm

Pesticide Applicator Recertification Courses

1 – 2 Hours

Olds College will again be offering several
courses for credit towards your pesticide
applicator re-certification.

Credits Covered

- 2 Pest Management
- 2 Application Technology
- 1 Environment
- 2 Regulations
- 2 Health & Safety

Watch the Olds College web site for details
www.oldscollege.ca/ce

\$29 – \$59 + GST

Thu & Fri Mar 5 – 6 8 am – 5 pm

Seed Protectant Pesticide Applicator Training Tutorial

15 Hours

Get help studying for your Seed Protectant
applicator certificate. This 2-day training session
reviews and highlights the concepts in the
Lakeland College Seed Protectant Applicator
Homestudy Course, preparing you to write the
certifying exam.

Required material: Lakeland College Seed
Protectant Pesticide Applicator Certificate
Homestudy Manual

To order the Homestudy Manual or for more
information on the exam, contact Lakeland
College at 1-866-853-8646.

\$279 + GST

Mon & Tue Mar 2 – 3 7:45 am – 5 pm

PESTICIDE COURSES:

For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

SPECIAL EVENTS

Master Spinner Certificate Off-Campus Courses

Levels 1 – 3

United States – Davis, Oklahoma

Registrations are now being accepted for the
following off-campus Master Spinner Program
course(s). Since class size is limited, you are
encouraged to register early to avoid disappointment.

Note: All registrations are processed through
Olds College.

\$450 CDN Material Fees: \$65
(payable to the instructor)

Mar 23 – 27, 2009

Location Details: Contact Sherry Healey,
email: sherry.healey@gmail.com

Fibre Week 2009

June 26 – July 3, 2009

Watch our web site www.oldscollege.ca/fibreweek for details on our Fibre Week program, with courses and activities designed for the entire Fibre Industry from producers through to finished product.

Ask to be placed on our Fibre Week mailing list to receive the 2009 brochure with complete program details when it becomes available.

Fibre Week 2010

June 25 – July 2, 2010

Be sure to mark your calendar!

Hort Week 2009

Summer Camp for Grown Ups!

July 19 – 24, 2009

Have we got an experience for you! For over 40 years, gardeners, horticulturists and florists have gathered at Olds College for a week of courses, workshops and events. Everyone from beginner to expert and hobbyist to professional can learn something valuable, enjoy the company of fellow enthusiasts and experience the fun of summer camp all over again.

Come for a course or come for the week, just don't miss the experience!

Hort Week 2010

July 18 – 23, 2010

Be sure to mark your calendar!

HORT WEEK:

For details or a brochure call
1-800-661-6537 ext. 4677 or visit
www.oldscollege.ca/hortweek

Summer Youth Camp

Aug 10 – 14, 2009

Creative, hands-on learning activities for youth include Lego Robotics, GPS navigation, Carpentry, Welding, Horseback Riding and more. View our web site for details or ask to be placed on our Summer Camp mailing list to receive the information when it becomes available.

Geodata Collection & Mapping Week

May 11 – 15, 2009

This week-long series of seminars are for those who are new to this technology or use it in their workplace on a daily basis. You can choose to enroll in the whole week or enroll in any combination of seminars.

Basic Handheld GPS

GPS is used both by industry and by consumers as an efficient method of collecting data that can be used in mapping and geographic information applications. This is an introductory course for those wishing to use GPS for business or recreational purposes. The course is primarily hands-on, using handheld GPS receivers and desktop computers. It will include the following topics and activities:

- discuss the basic GPS components and principles
- use GPS to navigate to given locations
- use GPS to collect field positions to be used for a map
- transfer data between a GPS receiver and a computer
- produce a map using GPS data collected in the field
- add an air photo background to a GPS map

Collection Day

\$249 + GST

(includes supplies, refreshments & lunch)

Mon May 11 8:30 am – 4 pm

Processing Day

\$249 + GST

(includes supplies, refreshments & lunch)

Tue May 12 8:30 am – 4 pm

Basic Professional GPS

This is an introductory course for those wishing to use professional GPS for mapping purposes. The course is primarily hands-on, based on a Trimble handheld GPS receiver and office software. It includes the following topics and activities:

- discuss the basic GPS components, principles and performance
- perform basic GPS receiver setup and configuration
- create a data dictionary
- use GPS to collect field positions and attributes suitable for a GIS
- transfer data between a GPS receiver and a computer
- produce a map by processing GPS data in the Trimble Office application
- increase accuracy using differential correction by post processing.
- export GPS data for use in applications such as AutoCAD and ArcGIS

\$599 + GST

(includes supplies, refreshments & lunch)

Mon & Tue May 11 – 12 8:30 am – 4 pm

Using Geospatial Data in Autocad

In this one day course you will be introduced to AutoCAD, learn to create basic objects, and use existing CAD data. Different data types including spatial data (vector and raster) and attribute data will be discussed along with examples and their applications. Data from various sources such as GPS, CAD drawings, air photos and scans are integrated into a georeferenced plan to provide added value. Information about distances, areas and location will be taken from the overall plan. At the end of this seminar, you will be able to:

- create and edit basic CAD objects
- insert and scale an air photo
- insert and scale scanned data
- overlay a survey plan
- add GPS data to a plan
- work with georeferenced data
- hyperlink pictures of a site

\$249 + GST

(includes supplies, refreshments & lunch)

Wed May 13 8:30 am – 4 pm

Introduction to ESRI ARCGIS 9.3

1 or 2 Day Sections

Geographic Information Systems (GIS) are being used extensively to manage information that is associated with features that have geographic locations. GIS computer programs not only produce maps, they also link and manage the information associated with features on the maps. This is an introductory course designed to give you hands-on experience in the use of ESRI's ArcGIS 9.3 desktop GIS software and selected types of data that are used for GIS. Come and find out why ESRI continues to be one of the leading GIS software providers around the world. You will become familiar with the basic spatial data loading, manipulation and map making capabilities of this industry standard software.

Day 1:

- discover basic GIS concepts and principles
- learn the basics of ArcCatalog for managing and previewing geographic data
- acquire an overview of ArcGIS Projects, Data Frames and Layers
- perform queries to find information from a GIS
- create simple maps

Day 2:

- perform advanced GIS layer symbolization and display in ArcMap
- use ArcToolbox to re-project source data
- perform advanced GIS query and analysis operations
- create, export and print map layouts in ArcMap

\$249 + GST 1 Day

\$449 + GST 2 Days

(includes supplies, refreshments & lunch)

Thu May 14 8:30 am – 4 pm

AND OR

Fri May 15 8:30 am – 4 pm

TRADES AND TECHNOLOGY

Heavy Equipment Operator Program Certificate

16 Week Program including Work Practicum

This is an entry-level operator course. Focus is on training operators with attention to environment, maintenance and applying technical training to hands-on operation of a variety of heavy equipment.

Heavy equipment operators utilize heavy equipment in the construction and maintenance of roads, bridges, airports, gas and oil pipelines, tunnels, buildings and other structures; in surface

mining and quarrying activities; and in material handling work. They are employed by construction companies, heavy equipment contractors, public works departments and pipeline, logging, cargo-handling and other companies.

Heavy Equipment Operator is a designated occupation in the province of Alberta and does not include an apprenticeship. Most operators are trained in the field over a number of years. Wage rates range from \$18 to \$35 an hour plus benefits.

This course focuses on training operators with attention to land science, equipment maintenance, and applying technical training to hands-on operation of a variety of heavy equipment. The technical training provides a base understanding needed to gain employment in the oil and gas, construction, and road building industries. The course consists of 12 weeks of training on campus and a work practicum. Work practicum is to be secured by the student.

Course curriculum includes but is not limited to the following: Soils, Heavy Equipment Operator Safety, Grades, Excavation Math, Safety Tickets – including: TDG; CSTS; Standard First Aid/CPR; WHMIS; H2S Alive; Ground Disturbance; Confined Space Entry.

Equipment: Dozers (cats), Scrapers (buggys), Rollers (packers), Excavators (track hoe), Loaders, Graders

\$3,452.00	2008 – 2009
\$204.50	OCSA Student Fees
	\$ 500 + GST Books

Olds College Campus		
Mon – Fri	TBA	8:30 am – 4 pm

Tuition increase: TBA 2009 - 2010
OCSA Student Fee increase TBA 2009 - 2010

For more information call
1-800-661-6537 ext. 4613 / 8268
or 403-556-4613 / 403-556-8268

Air Brake Endorsement 12 Hours

This 12-hour course consists of classroom instruction and application of practical skills using an air brake equipped motor vehicle or combination of vehicles of the type intended to be driven. It is a requirement for anyone driving an air brake vehicle and fulfills the Alberta Transportation "Q" endorsement. Both a practical and written exam are given at the end of the course.

\$160 + GST		
Tue & Thu	Jan 20 – 29	6:30 – 9:30 pm
OR		
Tue & Thu	Feb 10 – 19	6:30 – 9:30 pm
OR		
Tue & Thu	Mar 10 – 19	6:30 – 9:30 pm
OR		
Tue & Thu	Apr 14 – 23	6:30 – 9:30 pm
OR		

21

Tue & Thu	May 12 – 21	6:30 – 9:30 pm
OR		
Fri & Sat	Jun 12 – 13	
	Fri Jun 12	6:30 – 9:30 pm
	Sat Jun 13	8 am – 4 pm

Basic Machine Shop 30 Hours

This 30-hour course covers safe operation and maintenance of the metal lathe including turning, tool sharpening and precision measuring. This course will be taught using standard and metric measure.

\$425 + GST		
Mon & Wed	Feb 23 – Mar 25	6:30 – 9:30 pm

Machine Shop – Level 2 30 Hours

This course expands on Basic Machine Shop by covering topics such as thread nomenclature, threading, boring and vertical milling machine operations. It is taught using standard and metric measure. Prerequisite: Machine Shop Level 1 or proven competency from prior experience.

\$425 + GST	No class on Apr 13	
Mon & Wed	Apr 6 – May 11	6:30 – 9:30 pm

WELDING

Basic Welding 30 Hours

This 30-hour course is for beginners, as well as welders who would like more hands-on practice. It covers the theory, techniques, and shop practice of oxy-acetylene welding of mild steel, brazing, flame cutting, arc welding, MIG welding, hard surfacing, repair and fabrication procedures.

\$425		
Tue & Thu	Feb 10 – Mar 12	6:30 – 9:30 pm

Intermediate Welding 30 Hours

This 30-hour course will deal with extensive use of Arc, Mig, Tig, Radia Graph flame cutting and Arc Air gouging. You will practice all position welding using multipass for flat, vertical and overhead. General shop safety and practices will be studied. This course builds on the skills learned in Basic Welding. Prerequisite: Basic Welding.

\$425		
Tue & Thu	Mar 24 – Apr 23	6:30 – 9:30 pm

"B" Pressure Welding 30 Hours

Make the move from Journeyman to "B" pressure by preparing yourself to take the "B" pressure exam. Shop time consists of 30 hours of welding 6" sch.80 pipe as well as a simulation of the test. Students should bring proper safety equipment.

\$850 + GST		
Mon & Wed	Feb 9 – Mar 16	6:30 – 9:30 pm
	No class Feb 16 or 18	
OR		
Mon & Wed	May 4 – Jun 8	6:30 – 9:30 pm

WOODWORKING

Introduction to Woodworking Tools 6 Hours

Become familiar with basic tools used in woodworking.

\$110 + GST		
Tue & Thu	Feb 3 – 5	6:30 – 9:30 pm

Crafty with Wood 12 Hours

Craft your own curio cabinet or cedar chest (your choice). Prerequisite: Introduction to Woodworking Tools.

\$190	plus cost of materials	
Tue & Thu	Feb 24 – Mar 5	6:30 – 9:30 pm

Old Barnwood Furniture Making 12 Hours

You can use your own barnwood or have the instructor supply some for you. Prerequisite: Introduction to Woodworking Tools

\$190 + GST	plus cost of materials	
Tue & Thu	Mar 24 – Apr 2	6:30 – 9:30 pm

Router Basics 6 Hours

Bring your own router or one can be supplied for you.

\$110		
Tue & Thu	Apr 7 – 9	6:30 – 9:30 pm

Router Table 6 Hours

Build a table to use with your router. Prerequisite: Introduction to Woodworking Tools

\$110 + GST	plus cost of materials	
Tue & Thu	Apr 14 – 16	6:30 – 9:30 pm

Woodworking Projects 12 Hours

new

Craft a pre-approved project of your choice. Upon registration, the instructor will contact you to discuss your project. Prerequisite: Introduction to Woodworking Tools.

\$225 + GST	plus cost of materials	
Tue & Thu	Apr 21 – 30	6:30 – 9:30 pm

TRADES AND TECHNOLOGY:
For more information or to register call
1-800-661-6537 ext. 4677 / 7956 / 8299
or 403-556-4677 / 403-507-7956 /
403-556-8299

To ensure your enrollment in class please register at least two weeks prior to start date. Fees are due at time of registration.

Easy to Register



Phone:
Nancy at 403-556-4677
Maureen at 403-507-7956
Gloria at 403-556-8299
or 1-800-661-6537 ext: 4677 /
7956 / 8299. *Visa or MasterCard only.*



Fax:
Complete registration form and fax to 403-556-4711. *Visa or MasterCard only.*



Mail:
Complete registration form and address envelope to:
Olds College
Continuing Education
Registrar's Office
4500 - 50 Street
Olds, Alberta T4H 1R6



In Person:
Student Services
Duncan Marshall Place Building
Mon - Fri. 8:15 am - 4:30 pm
Visa, MasterCard, cash, money order or cheque.

Refund Policy:

Refund requests, accompanied by the original course receipt, received at Olds College two (2) full weeks prior to the course start date will be granted in full, less any applicable course specific deposits that are non-refundable. Refund requests received less than two (2) full weeks prior to the course will be subject to a 50% processing and service fee, less any non-refundable deposits. Non-attendance does not constitute notice of withdrawal. No refunds will be issued after the commencement of a course. In the event that a course is cancelled, registrants will automatically receive a full refund.

Explore your passions! Do more of what you love! Get Excited and Sign up Today!

Registration Form Please print clearly

Date: _____ Student I.D. Number: _____
 First Name: _____ Middle Name: _____
 Last Name: _____ Maiden Name: _____
 Email Address: _____
 Date of Birth: _____ (Month / Day / Year) Marital Status: Single Married Other Gender: F M
 Mailing Address: _____
 City/Town: _____ Province: _____ Postal Code: _____
 Home Phone No: _____ Business Phone No: _____
 Fax No: _____

Please register me for the following courses:

Course Name: _____ Cost: _____
 Course Date: _____ Cost: _____
 Course Name: _____ Cost: _____
 Course Date: _____ Cost: _____
 Course Name: _____ Cost: _____
 Course Date: _____ Cost: _____

Total Fee Enclosed: \$: _____

Method of Payment:

Cheque (enclosed) - payable to Olds College Visa MasterCard
 Card Number: _____ Expiry Date: _____ (Month / Year)
 Card Holder Name: _____
 Signature: _____

FOIP Statement:

The personal information which you provide on this application form is being collected under the authority of the Freedom of Information and Protection of Privacy legislation of the Government of the Province of Alberta for the purpose of registering for a Program or Course through Continuing Education at Olds College; Conducting program/course evaluation and research and creating a mailing list for future program, course opportunities. In certain instances, this information may be shared with third party organizations who are actively involved in providing specific educational offerings. Public inquiries concerning the collection, use and disclosure of personal information provided on this application form should be directed to the FOIP Coordinator, Olds College, 4500 - 50th Street, Olds, AB T4H 1R6 (403) 507-7912, hczamota@oldscollege.ca

If you object to information being shared with third party organizations associated with Olds College courses, please check the box to the right.

Aboriginal Ancestry:

If you wish to declare that you are an Aboriginal person, please specify:
 Status Indian/First Nations
 Non-Status Indian/First Nations
 Metis
 Inuit

Alberta Advanced Education and Technology is collecting this personal information pursuant to Section 33(c) of the FOIP Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness and develop policies, programs and services to improve Aboriginal learner success in addition to other legislation applicable to the educational institution.

For further information or inquiries contact the FOIP Coordinator, Olds College, 4500 - 50th Street, Olds, AB T4H 1R6, (403) 507-7912, hczamota@oldscollege.ca



OLDS COLLEGE

Continuing Education
Registrar's Office
4500 - 50 Street
Olds, Alberta, Canada
T4H 1R6

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Olds College leads real-life, hands-on education in Canada. We help you explore your passion.



new

Spring Summer 2009

- 4 Introduction to Equine Anatomy
- 5 Driving School Level 2
- 6 Animal Inspector Level 1
- 10 Manipulating Digital Images
- 10 Designing and Publishing Your Book
- 11 Permaculture for Cold Temperate Gardens
- 21 Woodworking Projects

