Business, Accounting and Finance

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
COMP-0556	Accounting Software	6	6 mo	BUDD	✓	$ 395.34
MKTG-0030	Advertising	6	6 mo	BUDD		$ 334.74
COMM-0006	Communications	6	6 mo	ACFIN, BUDD	✓	$ 334.74
COMP-0009	Database 1	3	4 mo	ACFIN, BUDD	✓	$ 197.67
COMP-0010	Database 2	3	4 mo	ACFIN, BUDD		$ 197.67
COMP-0014	Desktop Publishing	3	4 mo	BUDD		$ 197.67
ECON-0006	Economics 1	6	6 mo	ACFIN, BUDD		$ 334.74
ECON-0007	Economics 2	6	6 mo	ACFIN, BUDD		$ 334.74
BUSN-0018	Finance 1	3	4 mo	ACFIN, BUDD		$ 167.37
BUSN-0017	Finance 2	3	4 mo	ACFIN, BUDD		$ 167.37
BUSN-0016	Finance 3	3	4 mo	ACFIN, BUDD		$ 167.37
ACCT-0003	Financial Accounting 1	6	6 mo	ACFIN, BUDD		$ 395.34
ACCT-0004	Financial Accounting 2	6	6 mo	ACFIN, BUDD	✓	$ 395.34
ACCT-0005	Financial Accounting 3	6	6 mo	ACFIN, BUDD	✓	$ 395.34
ACCT-0007	Financial Accounting 4	6	6 mo	ACFIN, BUDD		$ 395.34
HRMG-0003	Human Resource Legislation	3	4 mo	BUDD		$ 167.37
HRMG-0036	Human Resource Management	6	6 mo	BUDD		$ 334.74
MKTG-0032	International Business	6	6 mo	BUDD		$ 334.74
LAWG-0001	Legal Principles	3	4 mo	BUDD		$ 167.37
BUSN-0027	Management	6	6 mo	BUDD		$ 334.74
ACCT-0006	Management Accounting 1	6	6 mo	ACFIN, BUDD		$ 395.34
ACCT-0008	Management Accounting 2	6	6 mo	ACFIN, BUDD		$ 395.34
BUSN-0019	Management Skill Development	6	6 mo	BUDD		$ 334.74
MKTG-0044	Marketing Principles	6	6 mo	ACFIN, BUDD		$ 334.74
MATH 0107	Math For Business	6	6 mo	BUDD	✓	$ 334.74
PSSY-0004	Organizational Behaviour	6	6 mo	ACFIN, BUDD	✓	$ 334.74
HRMG-0021	Payroll Administration	3	4 mo	ACFIN, BUDD		$ 167.37
COMM-0110	Presentation Skills & Graphics	3	4 mo	BUDD		$ 167.37
COMM-0232	Research & Report Writing	3	4 mo	BUDD		$ 167.37
MKTG-0061	Social Media Marketing	3	4 mo	BUDD		$ 167.37
COMP-0008	Spreadsheets 2	3	4 mo	ACFIN, BUDD		$ 197.67
MATH-0002	Statistics 1	6	6 mo	ACFIN, BUDD		$ 334.74
MATH-0003	Statistics 2	6	6 mo	ACFIN, BUDD		$ 334.74

Business, Accounting and Finance

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
BUSN -0171	Taxation 1	6	6 mo	BUDD		$ 334.74
BUSN - 0178	Taxation 2	6	6mo	BUDD		
BUSN-0108	Tax Preparation - Corporate	3	4 mo	ACFIN, BUDD		$ 167.37
BUSN-0110	Tax Theory - Personal	6	6 mo	ACFIN, BUDD		$ 334.74
HRMG-0034	Training & Development	6	6 mo	BUDD		$ 334.74
WRKP-0020	Workplace Health & Safety	3	4 mo	BUDD		$ 197.67

ACFIN = Accounting & Finance; BUDD = Business Administration

Last updated: April 21, 2020

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Comprehensive Health Care Aide

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
HLTH-0176	Daily Living Laboratory	3	4 mo	CHCD	✓	$ 197.67
HLTH-0175	Daily Living Theory	3	4 mo	CHCD	✓	$ 197.67
HLTH-0004	Gerontology	3	4 mo	CHCD	✓	$ 197.67
HLTH-0003	Growth and Development	3	4 mo	CHCD	✓	$ 197.67
HLTH-0005	Health Issues/Community Health	3	4 mo	CHCD	✓	$ 197.67
WRKP-0002	Health, Environment & Safety	3	4 mo	CHCD	✓	$ 197.67
COMM-0037	Human Relations/Communication	3	4 mo	CHCD	✓	$ 197.67
HLTH-0006	Mental Health	3	4 mo	CHCD	✓	$ 197.67
HLTH-0002	Nutrition	3	4 mo	CHCD	✓	$ 197.67
PRAC-0074	Practicum 1 - CHCA	3	120 hrs	CHCD	S	$ 143.07
PRAC-0040	Senior Practicum CHCA	3	120 hrs	CHCD	S	$ 143.07

Last updated: April 21, 2020

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S: Please contact the school to arrange this course at hhs@assiniboine.net or 204.725.8730

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Comprehensive Health Care Aide CHALLENGE

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
HLTH-0176	Daily Living Laboratory	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0175	Daily Living Theory	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0004	Gerontology	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0003	Growth and Development	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0005	Health Issues/Community Health	3	4 mo	CHCL2	✓	$ 132.75
WRKP-0002	Health, Environment & Safety	3	4 mo	CHCL2	✓	$ 132.75
COMM-0037	Human Relations/Communication	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0006	Mental Health	3	4 mo	CHCL2	✓	$ 132.75
HLTH-0002	Nutrition	3	4 mo	CHCL2	✓	$ 132.75
PRAC-0054	Work Experience 1 - CHCA	3	3 mo	CHCL2	S	$ 132.75
PRAC-0055	Work Experience 2 - CHCA	3	3 mo	CHCL2	S	$ 132.75

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S: Please contact the school to arrange this course at hhs@assiniboine.net or 204.725.8730

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Note that the refund policy does not apply to courses in the CHCA Challenge program.
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Early Childhood Education

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
ECED-0044	Applied Practical Skills 1	5	3 mo	ECDD	S	$ 278.95
ECED-0045	Applied Practical Skills 2	6	3 mo	ECDD	S	$ 334.74
ECED-0046	Applied Practical Skills 3	7	3 mo	ECDD	S	$ 390.53
ECED-0047	Applied Practical Skills 4	7	3 mo	ECDD	S	$ 390.53
ECED-0006	Art	3	4 mo	ECDD		$ 167.37
PSSY-0073	Building Partnerships	3	4 mo	ECDD		$ 167.37
PSSY-0029	Child Development 1	6	6 mo	ECDD		$ 334.74
PSSY-0020	Child Development 2	6	6 mo	ECDD		$ 334.74
PSSY-0025	Children with Special Needs	6	6 mo	ECDD		$ 334.74
ECED-0022	Critical Issues	3	4 mo	ECDD		$ 167.37
ECED-0004	Curriculum Planning 1	3	4 mo	ECDD		$ 167.37
ECED-0051	Curriculum Development	6	6mo	ECDD		$ 334.74
ECED-0019	Design the Children's Setting	3	4 mo	ECDD		$ 167.37
COMP-0414	Documentation	3	4 mo	ECDD		$ 197.67
PSSY-0019	Family Dynamics	3	4 mo	ECDD		$ 167.37
ECED-0001	Guiding Children's Behaviour	6	6 mo	ECDD		$ 334.74
ECED-0002	Health, Nutrition and Safety 1	3	4 mo	ECDD		$ 167.37
ECED-0015	Health, Nutrition and Safety 2	3	4 mo	ECDD		$ 167.37
COMM-0035	Interpersonal Communications	3	4 mo	ECDD		$ 167.37
ECED-0048	Language and Literacy	3	4 mo	ECDD		$ 167.37
PEDV-0178	Leadership and Team Building	3	4 mo	ECDD		$ 197.67
ECED-0005	Literature	3	4 mo	ECDD		$ 167.37
ECED-0049	Music & Movement	6	6 mo	ECDD		$ 334.74
ECED-0031	Overview of Early Childhood	3	4 mo	ECDD		$ 167.37
ECED-0052	Philosophy & Curriculum	3	4 mo	ECDD		$ 167.37
ECED-0020	Play	3	4 mo	ECDD		$ 167.37
PEDV-0179	Professional Development	3	4 mo	ECDD		$ 197.67
PEDV-0009	Professionalism	3	4 mo	ECDD		$ 197.67
ECED-0050	School Age Care	6	6 mo	ECDD		$ 334.74
ECED-0010	Science	3	4 mo	ECDD		$ 167.37
PSSY-0050	Self Understanding 1	3	4 mo	ECDD		$ 167.37
ECED-0013	Teaching Strategies	6	6 mo	ECDD		$ 334.74
PSSY-0021	Understanding Child Abuse	3	4 mo	ECDD		$ 167.37

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S: Please contact the school to arrange this course at hhs@assiniboine.net or 204.725.8730

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Early Childhood Program Management

Order	Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
1	HRMG-0033	Human Resource Function	3	4 mo	ECMGT		$ 167.37
2	PSSY-0001	Organizational Behavior 1	3	4 mo	ECMGT		$ 167.37
3	PSSY-0002	Organizational Behavior 2	3	4 mo	ECMGT		$ 167.37
4	PSSY-0080	Family and Community Relations	3	4 mo	ECMGT		$ 167.37
5	ACCT-0032	Financial Management	6	6 mo	ECMGT		$ 395.34
6	ECED-0026	Early Childhood Administration	3	4 mo	ECMGT		$ 167.37

ELECTIVES (Choose 1)

Order	Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
7	PSSY-0012	Conflict Resolution	3	4 mo	ECMGT		$ 167.37
OR							
7	PEDV-0106	Leadership Skills	3	4 mo	ECMGT		$ 197.67

TAKEN LAST & AT THE SAME TIME

Order	Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
8	ECED-0025	Integration Seminar	3	4 mo	ECMGT	S	$ 167.37
9	PRAC-0018	Practicum - ECMGT	2	3 mo	ECMGT	S	$ 95.38

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Education Assistant

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
PSSY-0066	Child Development	3	4 mo	EDAD		$ 167.37
PSSY-0067	Children's Special Needs	6	6 mo	EDAD		$ 334.74
COMP-0353	Computer Skills	3	4 mo	EDAD		$ 197.67
PSSY-0024	Cross-Cultural Education	3	4 mo	EDAD		$ 167.37
ECED-0040	Guiding Children's Behavior 1	3	4 mo	EDAD		$ 167.37
COMM-0035	Interpersonal Communications	3	4 mo	ECDD, EDAD		$ 167.37
PSSY-0054	Learning Styles	3	4 mo	EDAD		$ 167.37
COMM-0189	Observation and Report Writing	3	4 mo	EDAD		$ 167.37
PRAC-0165	Practicum - EDAST	2	3 mo	EDAD	S	$ 95.38
PEDV-0132	Professionalism	3	4 mo	EDAD		$ 197.67

EDAD = Education Assistant ; ECDD = Early Childhood Education

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Nursing Footcare

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
HLTH-0218	Nursing Foot Care Intro	1.5	3 mo	CLPND	✔	$ 339.00
HLTH-0219	Foot Assessment & Intervention	3	3 mo	CLPND		$ 469.00
HLTH-0228	High Risk Foot Theory	1.5	3 mo	CLPND	✔	$ 289.00
HLTH-0229	High Risk Foot Clinical	1.5	16 hrs	CLPND		$ 439.00
HLTH-0230	Diabetic Foot Theory	1.5	3 mo	CLPND	✔	$ 289.00
HLTH-0231	Diabetic Foot Clinical	1.5	16 hrs	CLPND		$ 439.00
HLTH-0232	Nursing Foot Care - Small Business	1.5	20 hrs	CLPND	✔	$ 409.00

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Practical Nursing Refresher

Course Name	Course Title	Credits	Length	Topic Code	Jun	Fees
HLTH-0255	Community Nursing*	3	4 mo	PNRE2	✔	$ 197.67
PRAC-0059	Community Setting Clinical	2	80 hrs	PNRE2	S	$ 95.38
HLTH-0253	Health Care System*	6	4 mo	PNRE2	✔	$ 395.34
PRAC-0058	Health Prevention Clinical	4	160 hrs	PNRE2	S	$ 190.76
HLTH-0254	Health Prevention & Promotion*	6	4 mo	PNRE2	✔	$ 395.34
PRAC-0061	Infant and Child Clinical	1	40 hrs	PNRE3	S	$ 47.69
HLTH-0257	Maternal and Newborn*	3	4 mo	PNRE2	✔	$ 197.67
PRAC-0060	Mother and Newborn Clinical	1	40 hrs	PNRE2	S	$ 47.69
HLTH-0256	Pediatric Nursing*	3	4 mo	PNRE2	✔	$ 197.67
PRAC-0070	Pharmacology Clinical	1	40 hrs	PNRE2	S	$ 47.69
HLTH-0096	Pharmacology Laboratory	2	16 hrs	PNRE2	S	$ 131.78
HLTH-0174	Pharmacology Theory	3	4 mo	PNRE2	✔	$ 197.67
HLTH-0011	Physical Health Assessment	3	4 mo	PNRE3	✔	$ 197.37

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Please note: anyone taking PNR courses, as directed by CLPNM, should contact the Coordinator - Allied Health at

Key things to know about distance education courses:

If you drop a distance education course, the following academic and financial consequences apply:

From	To	ACADEMIC Grade on transcript	FINANCIAL Refund
Date of registration	Day before first class	WE (Withdrew early) Grade does not appear on transcript	Full refund less a $25 administration fee
Day 1 of course	Day 10	VW (Voluntary Withdrawal)	80% refund of tuition fee and Students' Association fee No refund of laboratory, materials, Student Services or Assessment fees
Day 11	50% of course	VW (Voluntary Withdrawal)	No refund
51% of course	100% of course	Non-passing grade	No refund

Academic policies related to registration, adding and dropping distance education courses:

- *For courses starting on the first of the month* : You may register up to, and including, the 20th of the month before.
- *For courses* <u>not</u> *starting on the first of the month:* You may register up to and including 10 days before the course start date.
- If you want to drop a course after you register, the academic and financial consequences shown in the table apply.

Financial policies related to registration, adding and dropping distance education courses:

- Fees are due when you register, (tuition, laboratory, materials, student services, assessment and Students' Association)
- Changing from one section of a course to another is treated the same as dropping one course and adding another (i.e. the academic and financial consequences shown in the table apply).
- If the college cancels the course, a full refund of tuition, laboratory, materials, student services, assessment and Students' Association fees is made.
- If you have to drop a course as a result of a college-initiated action, (example: academic suspension, failure of prerequisite course, failure of supplemental in prerequisite course),you'll receive a full refund for all tuition, laboratory, materials, student services, assessment and Students' Association fees. Courses dropped as a result of a college-initiated action are deleted from the student's record.

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All Fees shown are for Canadian Citizens and Permanent Residents. For International Student Fees, please call Registration at 204-725-8700 ext 4032 or toll free at 800-862-6307 ext 4032.