

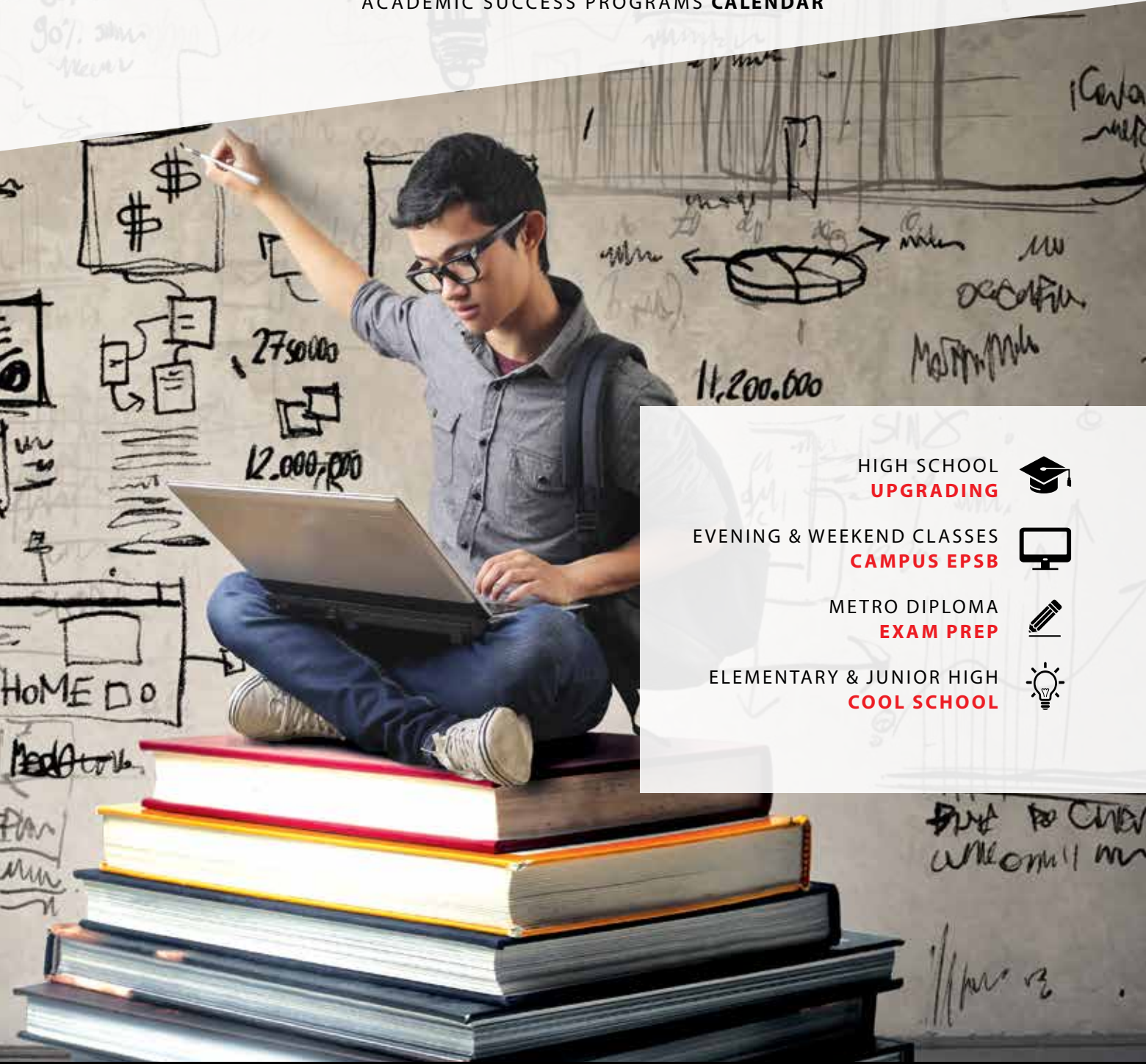


EDMONTON PUBLIC SCHOOLS

Fall 2017  
SEPTEMBER - JANUARY

# metro

ACADEMIC SUCCESS PROGRAMS CALENDAR



HIGH SCHOOL  
**UPGRADING**



EVENING & WEEKEND CLASSES  
**CAMPUS EPSB**



METRO DIPLOMA  
**EXAM PREP**



ELEMENTARY & JUNIOR HIGH  
**COOL SCHOOL**



# Open your options with Metro's High School Credit classes!



## Why Metro?

- Metro's courses are Alberta Education High School credit classes which may be used to meet the requirements of the Alberta High School Diploma or the Adult High School Equivalency Diploma
- Smaller class sizes
- Certificated instructors
- Options to complete a course in as little as eight weeks
- Free tutoring
- Free career and academic counselling services
- Free registration in Metro's Academic Success classes



## We Offer Three Program Options to Suit your Schedule!

- In-Class evening and weekend sessions
- In-Class Fast Track sessions
- Self-directed learning



Tuition is **FREE** for students under 20 years of age as of September 1, 2017. See page 10 for more details.





**Message from the Director**

Metro Continuing Education is excited to offer many of our academic programs from our new location (7835 - 76 Avenue NW). Moving to a renovated space, designed specifically to meet our student's educational needs, is further assisting Metro in providing quality learning experiences and serving the community.

Through programs such as Cool School, Brain Booster Diploma Exam Preparation and the Academic Success Series, Metro helps students in grades 1-12 improve study skills, boost marks and enhance lifelong learning strategies.

For high school students and adult learners, Metro's high school credit program allows students to upgrade or complete course requirements for a high school diploma, or for entry into their post-secondary program.

Should you require any assistance or guidance with course selection, please call us at 780.428.1111 and ask to speak with a Metro counsellor.

David M. Jones  
Director,  
Metro Continuing Education



## Academic Success Programs

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**METRO CLASS CALENDAR**

**Academic Success Programs  
September 2017 - January 2018**

Metro publishes the *Academic Success Programs Class Calendar* twice a year, in August and December. Up-to-the-minute course information and registration is available at [metrocontinuingeducation.ca](http://metrocontinuingeducation.ca).

**CONTACT INFORMATION**

**Registration & Customer Service**  
780.428.1111 or 1.877.202.2003  
*Class Calendar* © 2017 - 2018

# Elementary

Grades 1-6

No matter what stage in life your child is at, it's never too early to develop study skills and build lifelong learning strategies. Metro's one-of-a-kind Cool School enrichment program is based on provincial curricula, and classes are taught by qualified instructors.

Whether your child has difficulty in a particular subject area, needs to review basic concepts or needs to be challenged with more advanced material, **Saturday Cool School** is the answer.



## Course Descriptions

### Language Arts: Grades 1 - 2

Metro's experienced instructors use a balanced literacy approach to address the individual needs of your child. This course will improve reading comprehension as well as writing and listening skills.

### Math: Grades 1 - 2

A good understanding of math concepts provides a strong foundation for children to develop superior math skills. In this course, children practise math skills to improve comprehension and accuracy. Your child will benefit from a relaxed learning atmosphere where games facilitate the learning of grade-related math concepts.

### Language Arts: Grades 3 - 4

Students will further develop their listening, speaking, reading and writing skills. Our experienced instructors will guide students to better process information and ideas, respond individually and critically to various language arts concepts, and improve comprehension skills.

### Math: Grades 3 - 4

Building on the basic math skills developed in grades 1 - 2, students will work on improving their comprehension and problem-solving skills while learning to communicate and reason mathematically. Through activities and assignments, students will work through grade-level concepts and gain supplementary assistance with concepts requiring greater attention.

### Language Arts: Grades 5 - 6

The aim of language arts is to enable students to understand and appreciate the English language and to use it confidently and competently for communication, personal satisfaction and learning. Through listening, speaking, reading and writing, students explore personal responses to literature, learn to communicate clearly, and manage ideas and information.

### Math: Grades 5 - 6

This program emphasizes thinking and study skills as students learn to use math confidently to solve problems, and communicate and reason mathematically. Four areas of study based on provincial curricula are addressed at each grade level: number concepts and operations, patterns and relations, shape and space, and statistics and probability.

## D.S. MacKenzie School

4020 - 106 Street NW

Term 1: Oct 21 - Dec 9 (no classes Nov 11)

Term 2: Jan 20 - Mar 10 (no classes Feb 17)

Term 3: Apr 14 - Jun 2 (no classes May 19)

| GRADE        | BLOCK 1<br>9:30 am - 11:00 am | BLOCK 2<br>11:15 am - 12:45 pm |
|--------------|-------------------------------|--------------------------------|
| Grades 1 - 2 | Language Arts                 | Math                           |
| Grades 3 - 4 | Language Arts                 | Math                           |
| Grades 5 - 6 | Math                          | Language Arts                  |

Course Fee: \$139 per course

## Londonderry School

7104 - 144 Avenue NW

Term 1: Oct 21 - Dec 9 (no classes Nov 11)

Term 2: Jan 20 - Mar 10 (no classes Feb 17)

Term 3: Apr 14 - Jun 2 (no classes May 19)

| GRADE        | BLOCK 1<br>9:30 am - 11:00 am | BLOCK 2<br>11:15 am - 12:45 pm |
|--------------|-------------------------------|--------------------------------|
| Grades 1 - 2 | Language Arts                 | Math                           |
| Grades 3 - 4 | Language Arts                 | Math                           |
| Grades 5 - 6 | Math                          | Language Arts                  |

Course Fee: \$139 per course



# Junior High

Grades 7-9



Metro's one-of-a-kind Cool School enrichment program is based on the provincial curricula and is designed to improve marks, strengthen study skills and build lifelong learning strategies.

Whether your child has difficulty in a particular subject area, wants to reinforce basic concepts or needs to be challenged with more advanced material, **Saturday Cool School** is the answer.

## Course Descriptions

### Math

Students will solve problems confidently, communicate and reason effectively, and learn to appreciate math. Number concepts and operations, patterns and relations, shape and space, and statistics and probability are addressed.

### Language Arts

Through listening, speaking, reading and writing, students will explore personal responses to literature, communicate clearly, and manage ideas and information.

### Science

Students will develop an understanding of science and technology while enhancing problem-solving and analysis skills. Scientific inquiry and concepts in life, physical and earth sciences are addressed.

**FOR MORE INFORMATION ON SATURDAY COOL SCHOOL, CALL 780.428.1111 OR VISIT METROCONTINUINGEDUCATION.CA.**

## D.S. MacKenzie School

**4020 - 106 Street NW**

**Term 1:** Oct 21 - Dec 9 (no classes Nov 11)

**Term 2:** Jan 20 - Mar 10 (no classes Feb 17)

**Term 3:** Apr 14 - Jun 2 (no classes May 19)

| GRADE   | BLOCK 1<br>9:30 am - 11:00 am | BLOCK 2<br>11:15 am - 12:45 pm |
|---------|-------------------------------|--------------------------------|
| Grade 7 | Language Arts                 | Math                           |
|         | Math                          | Science                        |
| Grade 8 | Language Arts                 | Math                           |
|         | Math                          | Science                        |
| Grade 9 | Math                          | Language Arts                  |
|         | Science                       | Math                           |

**Course Fee: \$139 per course**

## Londonderry School

**7104 - 144 Avenue NW**

**Term 1:** Oct 21 - Dec 9 (no classes Nov 11)

**Term 2:** Jan 20 - Mar 10 (no classes Feb 17)

**Term 3:** Apr 14 - Jun 2 (no classes May 19)

| GRADE   | BLOCK 1<br>9:30 am - 11:00 am | BLOCK 2<br>11:15 am - 12:45 pm |
|---------|-------------------------------|--------------------------------|
| Grade 7 | Language Arts                 | Math                           |
|         | Science                       |                                |
| Grade 8 | Language Arts                 | Math                           |
|         | Science                       |                                |
| Grade 9 | Math                          | Language Arts                  |
|         |                               | Science                        |

**Course Fee: \$139 per course**





# Academic Success Series

with **Rod Anderson**

Rod was with Edmonton Public Schools for 30 years as a teacher, consultant and a supervisor of curriculum. Currently, he has his own company where he is a consultant for educational institutions and businesses.

Junior High (JH) and Senior High (SH) School Students  
Develop the performance skills needed for reaching your educational and future goals.

**COURSES** Site: Metro Continuing Education Number of hours: 2.5 Fee: \$41 or free to Metro high school students

## Getting Great Marks – Power Study Skills

Get great marks! Learning can be fast, easy and fun. Learn proven study strategies, taken from exciting new research, that produce tangible results. This course focuses on the six power study skills and is designed to provide you with better marks as well as lift your confidence.

No. of hours: 5  
Fee: \$75 or free to Metro high school students

| DAY(S) | DATE(S)    | TIME              | GRADES |
|--------|------------|-------------------|--------|
| 2 Tue  | Oct 3 & 10 | 6:30 pm - 9:00 pm | JH     |
| 2 Thu  | Oct 5 & 12 | 6:30 pm - 9:00 pm | SH     |

## Ace Any Exam

Would you like to get great marks consistently? You'll learn specific, proven exam-writing strategies that will help you achieve the marks you want. Topics include eight steps to test busting, home stretch tips, multiple-choice and essay exam techniques, mental preparation and causes of poor test performance.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Mon    | Oct 23  | 6:30 pm - 9:00 pm | JH     |
| Wed    | Oct 25  | 6:30 pm - 9:00 pm | SH     |

## Increasing Your Memory & Concentration Power

Memory confidence and concentration are critical to learning well and applying your knowledge during exams. You'll learn how your brain learns, remembers and concentrates, plus easy, powerful memory and concentration tools based on the latest research. Topics include memory aides, concentration techniques and memory strategies.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Mon    | Nov 6   | 6:30 pm - 9:00 pm | SH/JH  |

## Are You Getting Enough Sleep?

Did you know that good sleep habits can improve school marks by as much as 10%? This class will share the latest information from sleep research and discuss sleep needs and patterns, getting to sleep, the principles of good sleep, sleep and learning and sleep problems and solutions.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Wed    | Nov 15  | 6:30 pm - 9:00 pm | SH/JH  |

## How to Build Highly Effective Habits for Great Marks & Personal Success

Shrink the gap between what you know and what you do. Would you like to be able to study, do your homework, be on time, work out, eat well and sleep well — all with ease? The key is positive habits. Explore “The Habit Loop,” a system developed at Stanford University, and discover a proven strategy to get the results you want in school and in your life. Learn how to replace unhealthy habits that are keeping you stuck in negative patterns, how to break through procrastination, set and execute powerful goals and strengthen your self-discipline and willpower.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Tue    | Nov 21  | 6:30 pm - 9:00 pm | SH/JH  |

## Time & Organizational Management

Organizing yourself and your time is not just nice to do; it's a critical first step to your success in the classroom. Learn attitudes and techniques that will help you use your limited time and energy wisely to get your best marks. Topics include the six time management power tools, time wasters, procrastination, prioritizing and goal setting.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Thu    | Nov 23  | 6:30 pm - 9:00 pm | SH/JH  |

## Managing Stress – Conquering Exam Anxiety

Depending on how you manage it, stress can make or break you (and your marks!). Topics include 10 proven stress busters, understanding stress and anxiety, coping strategies, managing your self-talk and relaxed alertness techniques.

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Wed    | Nov 29  | 6:30 pm - 9:00 pm | SH/JH  |

## High Performance Learning: Faster, Easier, More Fun!

We are only using a fraction of our brains' capacity. The seven principles of accelerated learning will ignite your imagination, build your confidence and unleash your learning potential. This class will also explore the “ideal performance state” which is used by elite athletes. Engage all your resources with this practical, research-based course. Results are quick and tangible!

| DAY(S) | DATE(S) | TIME              | GRADES |
|--------|---------|-------------------|--------|
| Wed    | Dec 6   | 6:30 pm - 9:00 pm | SH/JH  |

# metro diploma exam prep

Let Metro help you prepare to write your diploma exams. Review major topics, write sample exams and learn exam-writing strategies. Classes are taught by experienced teachers with a track record of excellent results.

**Classes fill quickly. Register early.**

| COURSE                                 | HOURS    | DATES   | TIME                                   | FEE  |
|--|----------|---|--|------|
| <b>ENGLISH</b>                         |          |   |  |      |
| English 30-1 Part A: Written Component | (4 hrs)  | Monday, January 8   | 5:30 pm - 9:30 pm                      | \$20 |
|  | (4 hrs)  | Wednesday, January 10   | 5:30 pm - 9:30 pm                      | \$20 |
| English 30-1 Part B: Reading Component | (4 hrs)  | Wednesday January 17  | 5:30 pm - 9:30 pm                      | \$20 |
|  | (4 hrs)  | Thursday January 18   | 5:30 pm - 9:30 pm                      | \$20 |
| English 30-2 Part A: Written Component | (4 hrs)  | Wednesday, January 10   | 5:30 pm - 9:30 pm                      | \$20 |
| English 30-2 Part B: Reading Component | (4 hrs)  | Thursday January 18   | 5:30 pm - 9:30 pm                      | \$20 |
| <b>MATHEMATICS</b>                     |          |   |  |      |
| Math 30-1                              | (16 hrs) | Friday, January 12<br>Saturday, January 13 & Sunday, January 14 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
|  | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| Math 30-2                              | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| <b>SCIENCES</b>                        |          |   |  |      |
| Biology 30                             | (16 hrs) | Friday, January 12<br>Saturday, January 13 & Sunday, January 14 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
|  | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| Chemistry 30                           | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
|  | (16 hrs) | Friday, January 26<br>Saturday, January 27 & Sunday, January 28 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| Physics 30                             | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
|  | (16 hrs) | Friday, January 26<br>Saturday, January 27 & Sunday, January 28 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| Science 30                             | (16 hrs) | Friday, January 19<br>Saturday, January 20 & Sunday, January 21 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
|  | (16 hrs) | Friday, January 26<br>Saturday, January 27 & Sunday, January 28 | 5:30 pm - 9:30 pm<br>9:00 am - 3:00 pm | \$80 |
| <b>SOCIAL STUDIES</b>                  |          |   |  |      |
| Social Studies 30-1                    | (12 hrs) | Saturday, January 6 & Sunday, January 7                         | 9:00 am - 3:00 pm                      | \$60 |
| Social Studies 30-2                    | (12 hrs) | Saturday, January 6 & Sunday, January 7                         | 9:00 am - 3:00 pm                      | \$60 |

## Diploma Exam Schedule

If you are registered in a 30-level diploma course, you are required to write a provincial diploma exam in order to receive credits and a final mark. There is a \$26.25 fee (payable to Alberta Education) to **rewrite** a diploma examination.

| DATE                         | TIME               | COURSE                             |
|------------------------------|--------------------|------------------------------------|
| <b>Thursday, January 11</b>  | 9:00 am - 12:00 pm | English Languages Arts 30-1 Part A |
|                              | 9:00 am - 12:00 pm | English Languages Arts 30-2 Part A |
| <b>Friday, January 12</b>    | 9:00 am - 12:00 pm | Social Studies 30-1 Part A         |
|                              | 9:00 am - 11:30 am | Social Studies 30-2 Part A         |
| <b>Tuesday, January 23</b>   | 9:00 am - 12:00 pm | English Languages Arts 30-1 Part B |
|                              | 9:00 am - 12:00 pm | English Languages Arts 30-2 Part B |
| <b>Wednesday, January 24</b> | 9:00 am - 11:30 am | Social Studies 30-1 Part B         |
|                              | 9:00 am - 11:30 am | Social Studies 30-2 Part B         |
| <b>Thursday, January 25</b>  | 9:00 am - 12:00 pm | Mathematics 30-1                   |
|                              | 9:00 am - 12:00 pm | Mathematics 30-2                   |
| <b>Friday, January 26</b>    | 9:00 am - 12:00 pm | Biology 30                         |
| <b>Monday, January 29</b>    | 9:00 am - 12:00 pm | Chemistry 30                       |
| <b>Tuesday, January 30</b>   | 9:00 am - 12:00 pm | Physics 30                         |
| <b>Tuesday, January 30</b>   | 1:00 pm - 4:00 pm  | Science 30                         |

# Campus EPSB

At Edmonton Public Schools

Campus EPSB is a way to earn high school credits and industry credentials, get ahead of your studies or prepare for post-secondary. It's a great way to explore your opportunities and get hands-on experience to help you plan your next steps.

Metro offers courses to District students and adult learners. During the second semester, classes will be held two evenings per week (Monday/Wednesday or Tuesday/Thursday) or on Saturdays.

**EVENING & WEEKEND COURSE OFFERINGS:  
FEBRUARY 6 - JUNE 7, 2018**



### **Art 10/20/30**

#### **Victoria School of the Arts**

Students in this program will improve their artistic skills with an enthusiastic practicing artist in a fun and creative learning environment. Students will choose from many mediums to work with as they learn the fundamentals of art. Previous projects have included a community mural and ceramics.

### **Computer Science 10/20/30**

#### **Queen Elizabeth**

Computer Science prepares students for a broad range of careers including computer engineering, information technologies, software development and robotics. The three levels of computer science progressively take students from a general introduction of computer technology to computer programming including advanced topics in computer science and software development using state-of-the-art software and hardware.

### **Cosmetology 10/20/30**

#### **Harry Ainlay**

In this program, students will be introduced to the art of hair design and hair cutting. Intermediate and advanced students will continue to master their skills through in-class instruction and hands-on training. Students will develop their creative skills in the areas of hair cutting, hair styling and makeup application.

### **Welding and Fabrication 10/20**

#### **Location TBD**

In this combined class, students will get an opportunity to explore an interest in the metal trades and continue to develop and demonstrate their skills in welding and fabrication. A wide range of welding processes will be covered including gas metal arc welding, shielded metal arc welding and oxy-acetylene welding and cutting.

### **REGISTRATION:**

- » Registration opens in late November
- » Priority is given to District students who are unable to access these programs at their home school
- » If a student is attending a school where the course is offered during the day, approval will be needed from a counselor or administrator
- » In January, registration will open to out of district students and adult learners
- » To register, students must call Metro at 780.428.1111

**MORE CLASSES MAY BE ADDED.  
VISIT METROCONTINUINGEDUCATION.CA FOR A COMPLETE LIST.**



# Consider a Trade ...

If you like working with your hands or with machines ...

If you want to use your math and science skills ...

If you like to create things and see the finished product ...

## Work Experience for High School Credit

Gain job experience! Register for Work Experience 15, 25 or 35.

- Explore a career
- Add to your resumé
- Earn more credits

Work Experience 35 offers students the unique opportunity to earn 10 high school credits at the 30-level, fulfilling the high school diploma requirements for two 30-level subjects. Students may apply a total of 15 work experience credits towards their high school diploma. (Neither Work Experience 15 nor Work Experience 25 is a prerequisite.)

NOTE: A minimum of 75 hours (3 credits) of participation is required in this program.

### Prerequisites:

You must:

- » Be 16 years of age or older OR have completed Grade 10
- » Have transportation to and from work
- » Complete an interview with a Metro Work Experience Co-ordinator. To book an interview, call 780.428.1111.

## Career & Technology Studies (CTS)

### Prepare for the workforce!

Become familiar with employment standards, workplace legislation and build your resumé in this short, home-based 1-credit course:

- » Workplace Safety Systems (HCS3000)

For more information, call 780.428.1111.

## Registered Apprenticeship Program (RAP)

Get a head start on a career in the trades while earning high school credits through RAP. This program allows high school students to acquire hours toward their journeyman status while earning up to 40 high school credits.

### Eligibility requirements for RAP:

If you are currently working in a trade, you must:

- » Have not yet graduated from high school
- » Be under 20 years of age as of September 1 of the current school year

If you are currently registered with Edmonton Public Schools, you must:

- » Have completed Grade 10
- » Be under 20 years of age as of September 1 of the current school year

### HOW DO YOU GET STARTED WITH RAP?

#### RAP Info Sessions

Learn more about RAP from representatives of Alberta Apprenticeship and Industry Training, Careers: The Next Generation and Metro. The session will provide detailed information about the RAP application process and timeline, and Metro's Employability Skills course.

Metro will be holding a RAP information session on February 7, 2018. Contact the Metro RAP coordinators at 780.428.1111 for more details.

# Your choice of learning options

## In-Class Programs

**Metro offers you flexibility.** Complete a 5-credit course in four months with evening classes twice a week or Saturday classes. Learn in a mature environment from qualified, experienced instructors with a track record of success.

For upgrading students, particularly those who have been away from school for an extended period of time, instructed classroom learning is the best choice.

For students requiring assistance with course materials, Metro offers free tutorial assistance before classes on Monday - Thursday, 5:00 pm - 6:15 pm.

## Monday / Wednesday Classes

**Fall 2017:** Sep 6 - Jan 15 (no classes Oct 9, Nov 13 and during winter recess Dec 23 - Jan 5)

**Winter 2018:** Feb 5 - Jun 11 (no classes Feb 19, May 21 and during spring break Mar 24 - Apr 2)

**Time:** 6:15 pm - 9:00 pm **No. of classes / hours:** 32 / 80

**Site:** Metro Continuing Education

| COURSE                | PREREQUISITE(S)  | CREDITS |
|-----------------------|--|---------|
| <b>ENGLISH</b>        |  |         |
| English 30-2*         | English 20-2   | 5       |
| English 30-1*         | English 20-1 or English 30-2                           | 5       |
| <b>MATHEMATICS</b>    |  |         |
| Math 10 C             | Grade 9 Math   | 5       |
| Math 20-2             | Math 10 C  | 5       |
| Math 20-1             | Math 10 C or Math 20-2                                 | 5       |
| Math 30-2*            | Math 20-2  | 5       |
| Math 30-1*            | Math 20-1 or Math 30-2                                 | 5       |
| Math 31               | Math 30-1 or Math 30 Pure                              | 5       |
| <b>SCIENCES</b>       |  |         |
| Biology 30*           | Biology 20   | 5       |
| Chemistry 20          | Science 10 (Recommended: Math 10 C)                    | 5       |
| Chemistry 30*         | Chemistry 20 (Recommended: Math 20-1 or 20-2)          | 5       |
| Physics 20            | Science 10 (Recommended: Math 10 C)                    | 5       |
| Physics 30*           | Physics 20 (Recommended: Math 20-1)                    | 5       |
| Science 30*           | Science 20 or Biology 20 or Chemistry 20 or Physics 20 | 5       |
| <b>SOCIAL STUDIES</b> |  |         |
| Social Studies 30-2*  | Social Studies 20-2                                    | 5       |
| Social Studies 30-1*  | Social Studies 20-1 or Social Studies 30-2             | 5       |

\* Students must write a provincial diploma examination.

## Tuesday / Thursday Classes

**Fall 2017:** Sep 7 - Jan 11 (no classes Nov 9 and during winter recess Dec 23 - Jan 5)

**Winter 2018:** Feb 6 - Jun 7 (no classes Mar 1, May 22 and during spring break Mar 24 - Apr 2)

**Time:** 6:15 pm - 9:00 pm **No. of classes / hours:** 32 / 80

**Site:** Metro Continuing Education

| COURSE             | PREREQUISITE(S)                                    | CREDITS |
|--------------------|--|---------|
| <b>ENGLISH</b>     |  |         |
| English 10-2       | Grade 9 Language Arts or ESL Level 5               | 5       |
| English 10-1       | Grade 9 Language Arts (60%+ recommended)           | 5       |
| English 20-2       | English 10-2                                       | 5       |
| English 20-1       | English 10-1 or English 20-2                       | 5       |
| English 30-2*      | English 20-2                                       | 5       |
| English 30-1*      | English 20-1 or English 30-2                       | 5       |
| <b>MATHEMATICS</b> |  |         |
| Math 30-2*         | Math 20-2  | 5       |
| Math 30-1*         | Math 20-1 or Math 30-2                             | 5       |
| <b>SCIENCES</b>    |  |         |
| Biology 20         | Science 10   | 5       |
| Biology 30*        | Biology 20   | 5       |
| Chemistry 30*      | Chemistry 20 (Recommended: Math 20-1 or 20-2)      | 5       |
| Physics 30*        | Physics 20 (Recommended: Math 20-1)                | 5       |
| Science 30*        | Science 20, Biology 20, Chemistry 20 or Physics 20 | 5       |

## Saturday Classes

**Fall 2017:** Sep 9 - Jan 13 (no classes Oct 7, Nov 11 and during winter recess Dec 23 - Jan 5) **Note:** Classes will be held on Jan 6

**Winter 2018:** Feb 3 - Jun 9 (no classes Feb 17, May 19 and during spring break Mar 24 - Apr 2)

**Time:** 8:30 am - 2:15 pm **No. of classes / hours:** 15 / 80

**Site:** Metro Continuing Education

| COURSE             | PREREQUISITE(S)              | CREDITS |
|--------------------|------------------------------|---------|
| <b>ENGLISH</b>     |                              |         |
| English 30-1*      | English 20-1 or English 30-2 | 5       |
| <b>MATHEMATICS</b> |                              |         |
| Math 30-1*         | Math 20-1 or Math 30-2       | 5       |
| <b>SCIENCES</b>    |                              |         |
| Biology 30*        | Biology 20                   | 5       |

**FOR MORE INFORMATION ON COURSE FEES & MATERIALS, SEE PAGE 10.**

# to suit your goals and lifestyle

## Fast Track Program

### Pick up the pace with Metro's Fast Track Program.

This is an intensive, fast-paced program that is best suited for students who are already familiar with the course content and have ample time to dedicate to their studies.

Complete a 5-credit course in just eight weeks by attending classes three times per week. These classes fill fast; register early to avoid disappointment.

For students requiring assistance with course materials, Metro offers free tutorial assistance before classes on Monday - Thursday, 5:00 pm - 6:15 pm.

**Days & Times:** Tue & Thu (6:00 pm - 9:30 pm) & Sat (8:30 am - 1:50 pm)

**No. of classes / hours:** 21 / 80 **Site:** Metro Continuing Education

| QUARTER 1: Sep 9 - Oct 28 (no classes Oct 7)   |   |         |
|--|---|---------|
| COURSE   | PREREQUISITE(S)                               | CREDITS |
| English 30-1*  | English 20-1 or English 30-2                  | 5       |
| Math 20-1  | Math 10 C                                     | 5       |
| Math 30-1*   | Math 20-1 or Math 30-2                        | 5       |
| Biology 30*  | Biology 20                                    | 5       |
| Chemistry 20   | Science 10 (Recommended: Math 10 C)           | 5       |
| Chemistry 30*  | Chemistry 20 (Recommended: Math 20-1 or 20-2) | 5       |
| QUARTER 2: Nov 14 - Jan 13 (no classes during winter recess Dec 23 - Jan 5)<br>Note: Classes will be held on Jan 6 |   |         |
| COURSE   | PREREQUISITE(S)                               | CREDITS |
| English 30-1*  | English 20-1 or English 30-2                  | 5       |
| Math 30-2*   | Math 20-2                                     | 5       |
| Math 30-1*   | Math 20-1 or Math 30-2                        | 5       |
| Chemistry 30*  | Chemistry 20 (Recommended: Math 20-1 or 20-2) | 5       |
| QUARTER 3: Feb 3 - Apr 7 (no classes Feb 17, Mar 1, Apr 3 or during spring break Mar 24 - Apr 2)                   |   |         |
| COURSE   | PREREQUISITE(S)                               | CREDITS |
| English 30-1*  | English 20-1 or English 30-2                  | 5       |
| Math 20-1  | Math 10 C                                     | 5       |
| Math 30-1*   | Math 20-1 or Math 30-2                        | 5       |
| Biology 30*  | Biology 20                                    | 5       |
| Chemistry 20   | Science 10 (Recommended: Math 10 C)           | 5       |
| Chemistry 30*  | Chemistry 20 (Recommended: Math 20-1 or 20-2) | 5       |
| QUARTER 4: Apr 19 - Jun 9 (no classes May 19, May 22)  |   |         |
| COURSE   | PREREQUISITE(S)                               | CREDITS |
| English 30-1*  | English 20-1 or English 30-2                  | 5       |
| Math 30-2*   | Math 20-2                                     | 5       |
| Math 30-1*   | Math 20-1                                     | 5       |
| Chemistry 30*  | Chemistry 20 (Recommended: Math 20-1 or 20-2) | 5       |

\* Students must write a provincial diploma examination.

## Checklist before registering:

**Metro wants you to be successful.** Whether you are upgrading a course for entry into post-secondary or working towards obtaining your high school diploma, here is what you should consider before registering:

- Completing a 5-credit course requires a considerable time commitment. Classes are a minimum of three hours and you will need a minimum of one to two hours after each class for assignments and studying for exams.
- Make sure you have the required course prerequisites. Prerequisites ensure that you have the skill set and knowledge base for a course. Metro also advises you to review the course recommendations (listed along with the prerequisites).
- Metro's classes move at a quick, steady pace. All courses are offered in 80 hours. Classes in most high schools total approximately 125 hours. Based on this pace, we recommend you take only one class per term.



## Self-Directed Learning

### Work independently for added convenience and flexibility.

With Self-Directed Learning, you have the ability to set your own pace and work independently through supplied print materials.

Program includes access to a teacher advisor and support through scheduled tutorial hours, Mondays through Thursdays, from 5:00 pm to 6:15 pm.

Self-Directed Learning at Metro is open to students 20 years of age or older on September 1, 2017. If you are under the age of 20, please contact Argyll Centre at 780.465.1299, or find your nearest location of The Learning Store at <http://outreach.epsb.ca>.

For more information, and to find out if Self-Directed Learning is the answer for you, call 780.428.1111 or email [metro@epsb.ca](mailto:metro@epsb.ca).





## High School Credit Information

### Course Fees

When you register, you are required to pay all applicable fees for each course.

|  | Tuition    | Program Fee | Refundable Textbook Deposit | Other              | Total Payable to Metro |
|--|------------|-------------|-----------------------------|--------------------|------------------------|
| Students under 20 years of age on September 1, 2017  | No tuition | \$40        | \$100 <sup>1</sup>          | None               | \$140                  |
| Students 20 years of age or older on September 1, 2017   | \$489      | \$40        | \$100 <sup>1</sup>          | None               | \$629                  |
| International students   | \$1,024    | \$40        | \$100 <sup>1</sup>          | \$50 <sup>2</sup>  | \$1,164                |
| Self-directed learning for students 20 years of age or older on September 1, 2017 <sup>3</sup> | \$489      | \$40        | \$100 <sup>1</sup>          | \$150 <sup>4</sup> | \$779                  |

1. Refundable textbook deposits may be paid online through the Metro Bookstore – Academic Book Deposit, by phone or in person through the Customer Service office. Textbooks will be distributed during the first class. Upon the satisfactory return of the textbook you will receive a refund of \$100. Students who pay by cheque, cash or debit will receive a cheque refund – no cash refunds are available.
2. There is a \$50 Diploma exam writing fee for International Students. **This fee must be paid directly to Alberta Education via myPass (myPass.alberta.ca).**
3. Self-directed learning is available to students 20 years of age or older on September 1, 2017. If you are under the age of 20, please contact Argyll Centre at 780.465.1299 or find the nearest location of the Learning Store at <http://outreach.epsb.ca>.
4. There is an additional fee of \$150 for students taking self-directed learning courses. This fee covers the cost to purchase the module packages. Please note, Metro does not offer online courses.

### Course Changes

Choose courses very carefully! Once classes start, it is difficult to transfer courses. **A \$40 transfer fee per course may be charged for a student-requested transfer.** There is no charge for transfers made in consultation with a Metro counsellor or administrator.

#### Part-time Bursary Funded Students

Students who apply for a part-time bursary through Alberta Works are not eligible for a refund once the course has started. Students must notify Metro before the course starts if they are unable to attend the course. Students must make good programming choices and consider the implications of receiving government funding.

#### Rewriting Diploma Exams

Students who are rewriting any Diploma exam must pay a \$26.25 rewrite fee. **This fee must be paid directly to Alberta Education via myPass (myPass.alberta.ca).**

### Cancellations

Metro reserves the right to cancel any course. A full refund will be issued for all courses cancelled by Metro. Refunds may take up to four weeks to be processed through Edmonton Public School Financial Services.

### Withdrawals

If you submit a withdrawal form before the start of the **third class** of a course, the tuition and refundable textbook deposit will be refunded. The \$40 program fee is non-refundable. If you withdraw before the start of the **fifth class** of the course, you may apply for a full credit towards taking an academic course next semester OR receive a 50% refund of the tuition. The \$40 program fee is non-refundable. No credits or refunds will be issued after the start of the fifth class. **Please note: non-attendance does not constitute a withdrawal.**

## Frequently Asked Questions

### I'm under 20 and registered at another high school. Can I take a course with Metro?

In most cases, YES. You will need to have proof of prerequisite courses when you register.

NOTE: Alberta Education does NOT allow:

- » Junior high school students to register in high school credit courses until they successfully complete Grade 9
- » Students to register in the same course at two schools in the same semester
- » Students who are in a homebound program or have unique special needs to register at two different schools

### I'm under 20 and not in school. I'd like to go back to school. What do I do?

Phone 780.428.1111 to speak with our counsellor, who will help you plan your high school program.

### Where can I get help with academic or career counselling?

Two excellent places to start are:

- » [alis.alberta.ca](http://alis.alberta.ca) or 780.422.4266
- » [bgsenterprises.com](http://bgsenterprises.com) or 780.425.6655

You may also speak with a Metro academic counsellor by calling 780.428.1111.

### Do I need the prerequisite courses?

Yes, if you are under 20 years old on September 1 or if you are applying for a part-time bursary. If you do not currently attend an Edmonton Public Schools district school you must provide proof (report card or transcript) that you have the prerequisite course.

If you are an adult student 20 years of age or older on September 1 and you do not have the prerequisite course, please contact a Metro academic counsellor at 780.428.1111 to discuss your program.

### What is an Adult High School Equivalency Diploma?

This is a recognized Alberta high school diploma awarded to adults who have been out of school for at least 10 consecutive months. Although 100 credits are required to obtain a diploma, you may be awarded credits for adult education, age and/or extensive travel. You can apply for this diploma through Metro for a \$60 processing fee (for Alberta records) or a \$120 processing fee (for out-of-province records). Call 780.428.1111 for more information.

### What is mature student status?

If, as of September 1, 2017, you are 19 years of age or older, or have a high school diploma recognized by Alberta Education, you may:

- » Earn credits toward an adult equivalency diploma
- » Write a diploma exam worth 100% of the final mark
- » Earn prerequisite credits through the successful completion of a senior-level course

### I'm an international student in Canada on a visa. Can I take a course?

YES. Eligible international students are required to pay international fees to take a high school credit course with Metro. If you are an adult (18 years of age or older) visiting Canada on a visa and wish to study English as a Second Language, call 780.428.1111 for more information.

International students must present their Study Permit or a valid visa.

### How long will it take to get my high school diploma?

The length of time it may take to complete the requirements for a high school diploma will depend on:

- » How many courses you have to complete
- » How much time you have available to attend classes
- » Your other commitments (family, work, etc.)

Note: Students who work full-time should only take one course per semester.

### Where can I obtain my high school records?

If you have taken high school courses in Alberta, you can obtain a transcript from Alberta Education by using your myPass account or through ApplyAlberta.

If you have out-of-province documents (e.g., a transcript from another province) or if you received your education outside Alberta, call 780.428.1111 for help choosing the right courses.

### What legal identification do I need to ensure my registration is complete?

Students are required to provide legal identification and proof of address if any of the following conditions apply:

- » Previously attended high school outside of Alberta
- » New student to Edmonton Public Schools
- » Not a Canadian Citizen or Permanent Resident.

Photo ID and one of the following identification documents must be presented if the above conditions apply:

- » Canadian Birth Certificate
- » Canadian Passport
- » Canadian Citizenship Certificate
- » Permanent Resident Card
- » Temporary Resident Permit

For a complete list of identification options, please visit [metrocontinuingeducation.ca](http://metrocontinuingeducation.ca).

Note: any change of address requires accompanying documentation.

**TUITION IS FREE FOR STUDENTS UNDER 20 YEARS OF AGE AS OF SEPTEMBER 1, 2017.**

# Funding Guidelines

Experienced Metro staff can simplify the funding application process and help students who wish to apply for financial assistance from Alberta Works. Guidelines regarding funding eligibility are available from Alberta Learning Information Service (ALIS) at [alis.alberta.ca](http://alis.alberta.ca) or from Metro Continuing Education at 780.428.1111. Students may also pick-up a funding information package from Metro's Customer Service office during regular business hours.

Students may be eligible for a part-time bursary (non-repayable funding). Bursaries for part-time study are intended to assist with program fees, tuition and books, and may also help with child care and travel expenses. Bursaries are only available for students taking high school credit courses. Applications should be submitted six to eight weeks before classes begin. Approval for part-time bursaries is managed by Alberta Works.



## How to Register

**Register early to avoid the disappointment of a full class.**

Course registration closes on the date of the second class. Metro accepts cash, cheque, VISA, MasterCard or debit card.

**ONLINE** [metrocontinuingeducation.ca](http://metrocontinuingeducation.ca)

**BY PHONE** 780.428.1111 or Toll-free 1.877.202.2003

**IN PERSON** 7835 - 76 Avenue NW, Edmonton, Alberta

**OFFICE HOURS** Monday through Friday: 8:30 am - 4:30 pm



## A great place for Students Programs and Special Events!

Now part of Metro Continuing Education, the Bennett Centre offers outstanding, hands-on social studies and science day and overnight programs for students in Grades 4-6, as well as orienteering, cooperative games and initiative tasks for students of all ages.

Additionally, with four large meeting rooms, a large dining area and numerous breakout areas, The Bennett Centre can deliver a customized experience for day retreats, meeting rentals or overnight accommodations for groups and conferences.

For more information, visit [www.bennettcentre.epsb.ca](http://www.bennettcentre.epsb.ca) or contact us: 780.428.1111, [bennett.centre@epsb.ca](mailto:bennett.centre@epsb.ca).



# ABOUT metro

Our vision is to provide outstanding learner-focused educational experiences to foster academic, personal and professional growth. We work to build community and promote lifelong learning for students of all ages.

## Adult Continuing Education

Metro offers hundreds of evening, daytime and online adult continuing education classes to fit your busy schedule. Choose from art, business, technology, fitness, languages and more.

## Custom & Corporate Training

Gain a competitive edge by investing in your greatest resource — your employees. We offer cost-effective corporate training workshops that are relevant to your organization.

## Academic Success

Our academic classes are available for students of all ages. Programs include part-time evening or weekend high school upgrading, Summer School, diploma exam preparation, and elementary and junior high enrichment courses.

## English Language Institute

Learning English is about more than just mastering the language; it's a great opportunity to learn more about Canada. Metro's English Language Institute provides part-time and full-time instruction to hundreds of adult students.

## The Bennett Centre

Whether schools are looking for an overnight experience or field trip program, the Bennett Centre has something for all grades. The Bennett Centre is also an excellent retreat or meeting destination for community and corporate groups.



EDMONTON PUBLIC SCHOOLS  
**metro** continuing education

# metro

## helps students achieve their educational goals.

Metro's Academic Success Programs help students improve study skills and build lifelong learning strategies. Learn from qualified, experienced instructors with a track record for success.

### Great programs for students of all ages:

- » Academic Success Series
- » Metro Diploma Exam Prep
- » Saturday Cool School for Grades 1 - 9
- » High School upgrading for students and adult learners
- » Summer School
- » Summer Cool School Camps
- » Work Experience and Registered Apprenticeship Program (RAP) Courses



[metrocontinuingeducation.ca](http://metrocontinuingeducation.ca)

