



EDMONTON PUBLIC SCHOOLS

FALL 2019
SEPTEMBER - JANUARY


metro

ACADEMIC SUCCESS PROGRAMS CALENDAR

NEW
NIGHT CLASSES
AT HARRY AINLAY

TUTORING
GRADES 7 - 12

AFTER SCHOOL
PROGRAMS

 EDMONTON PUBLIC SCHOOLS

metrocontinuingeducation.ca

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
- Options to complete a course in as little as eight weeks
- Free tutorial sessions before class
- Certificated instructors
- Free career and academic counselling services
- Free registration in Metro's Academic Success Series classes

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, 2019. See page 4 for more details.



Academic Success Programs



WE NOW HAVE

2

LOCATIONS!

Through programs such as tutoring, 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.

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David M. Jones
Director,
Metro Continuing Education



METRO CLASS CALENDAR

Academic Success Programs
September 2019 - January 2020

Metro publishes the *Academic Success Programs Class Calendar* twice a year, in August and November. Up-to-the-minute course information and registration is available at metrocontinuingeducation.ca.



CONTACT INFORMATION

Registration & Customer Service
780.428.1111 or 1.877.202.2003

Class Calendar © 2019 - 2020

WE NOW HAVE
2 LOCATIONS!

NEW Harry Ainlay - HA

Avonmore - A

High School Credit Courses

YOUR CHOICE OF LEARNING OPTIONS TO SUIT YOUR GOALS AND LIFESTYLE

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.

Metro offers free tutorial assistance before classes on Monday - Thursday, 5:00 pm - 6:15 pm.

Monday / Wednesday Classes

Fall 2019: Sep 4 - Jan 15, (no classes Oct 14, Nov 11, Nov 13 and during winter recess Dec 21 - Jan 3)

Winter 2020: Feb 3 - Jun 10, (no classes Feb 17, Apr 13, May 18, May 20 and during spring break Mar 23 - 28)

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

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

* Students must write a provincial diploma examination.

Tuesday / Thursday Classes

Fall 2019: Sep 5 - Jan 9 (no classes Nov 12 and during winter recess Dec 21 - Jan 3)

Winter 2020: Feb 4 - Jun 4 (no classes Feb 27, May 19 and during spring break Mar 23 - 28)

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

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

Saturday Classes

Fall 2019: Sep 7 - Jan 11 (no classes Oct 12, Nov 9 and during winter recess Dec 21 - Jan 3)

Winter 2020: Feb 1 - June 6 (no classes Feb 15, Apr 11, May 16 and during spring break Mar 23 - 28)

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

COURSE	PREREQUISITE(S)	CREDITS	LOCATION
ENGLISH			
English 30-1*	English 20-1 or English 30-2	5	A
MATHEMATICS			
Math 30-1*	Math 20-1 or Math 30-2	5	A
SCIENCES			
Biology 30*	Biology 20	5	A



Fast Track Program ☀️🌙 Classes

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

Fast Track 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.

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

QUARTER 1: Sep 7 - Oct 26 (no classes Oct 12)			
COURSE	PREREQUISITE(S)	CREDITS	LOCATION
English 30-1*	English 20-1 or English 30-2	5	A
Math 20-1	Math 10 C	5	A
Math 30-1*	Math 20-1 or Math 30-2	5	A
Biology 30*	Biology 20	5	A
Chemistry 20	Science 10 (Recommended: Math 10 C)	5	A
Chemistry 30*	Chemistry 20 (Recommended: Math 20-1 or 20-2)	5	A
QUARTER 2: Nov 14 - Jan 14 (no classes during the winter recess Dec 21 - Jan 3)			
COURSE	PREREQUISITE(S)	CREDITS	LOCATION
English 30-1*	English 20-1 or English 30-2	5	A
Math 30-2*	Math 20-2	5	A
Math 30-1*	Math 20-1 or Math 30-2	5	A
Chemistry 30*	Chemistry 20 (Recommended: Math 20-1 or 20-2)	5	A
QUARTER 3: Feb 1 - Mar 31 (no classes Feb 15, Feb 27 and during spring break Mar 23 - 28)			
COURSE	PREREQUISITE(S)	CREDITS	LOCATION
English 30-1*	English 20-1 or English 30-2	5	A
Math 20-1	Math 10 C	5	A
Math 30-1*	Math 20-1 or Math 30-2	5	A
Biology 30*	Biology 20	5	A
Chemistry 20	Science 10 (Recommended: Math 10 C)	5	A
Chemistry 30*	Chemistry 20 (Recommended: Math 20-1 or 20-2)	5	A
QUARTER 4: Apr 16 - Jun 6 (no classes May 16 and May 19)			
COURSE	PREREQUISITE(S)	CREDITS	LOCATION
English 30-1*	English 20-1 or English 30-2	5	A
Math 30-2*	Math 20-2	5	A
Math 30-1*	Math 20-1	5	A
Chemistry 30*	Chemistry 20 (Recommended: Math 20-1 or 20-2)	5	A

* Students must write a provincial diploma examination.

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, Monday - Thursday, 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, 2019. 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 upgrading students, particularly those who have been away from school for an extended period of time, instructed classroom learning is the best choice. Metro does not offer online courses.

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.

Checklist before registering:

Metro wants you to be successful. Here is what you should consider before registering:

- » Completing a 5-credit course requires a considerable time commitment. In addition to class time, 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).
- » 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.

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, 2019	No tuition	\$40	\$100 ¹	None	\$140
Students 20 years of age or older on September 1, 2019	\$489	\$40	\$100 ¹	None	\$629
International students	\$1,024	\$40	\$100 ¹	\$50 ²	\$1,164
Self-directed learning for students 20 years of age or older on September 1, 2019 ³	\$489	\$40	\$100 ¹	\$150 ⁴	\$779

1. The refundable textbook deposit must be paid at the time of registration. 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, 2019. 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.

Course Changes

Choose courses very carefully! Once classes start, it is difficult to transfer courses. A \$40 transfer fee per course will 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 a student withdraws before the start of the third class, 100% of the tuition will be refunded. If a student withdraws before the start of the fifth class 50% of the tuition will be refunded. No refunds will be issued after the start of the fifth class. Non-attendance does not constitute a withdrawal.

FAQ

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?

Call Metro 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 or 780.422.4266
- » bgsenterprises.com or 780.425.6655

You may also speak with a Metro academic counsellor.

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 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 credit evaluation). This service will be provided free of charge for students currently registered with Metro who attended high school in Alberta. Call Metro for more information.

What is mature student status?

If, as of September 1, 2019, 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 Metro 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.)

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 Metro 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.

Any change of address requires accompanying documentation.

TUITION IS FREE FOR STUDENTS UNDER 20 YEARS OF AGE AS OF SEPTEMBER 1, 2019.

School to Work Transition Programs

Consider a Trade...

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

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

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:

- » Have transportation to and from work
- » Complete an interview with a Metro Work Experience Coordinator. 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:

- » 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 December 11, 2019 from 7:00 - 9:00 pm. Contact the Metro RAP coordinators at 780.428.1111 for more details.

metro diploma exam prep



Feeling stressed and overwhelmed by studying? You're not alone. Our diploma prep and academic success workshops give you the tools you need to unlock your full potential and calmly ace midterms, unit finals, and diploma exams



Affordable Pricing, Small Class Sizes, Experienced Teachers

Let Metro help you prepare to write your Grade 12 Alberta diploma exams with our popular diploma exam prep classes. In these sessions, you'll review major topics, write sample diploma exams and learn exam-writing strategies.

- » English 30-1 Part A: Written & Part B: Reading
- » English 30-2 Part A: Written & Part B: Reading
- » Math 30-1 & 30-2
- » Biology 30
- » Chemistry 30
- » Physics 30
- » Science 30
- » Social Studies 30-1 & 30-2

The exam schedule for January has not been released. Please refer to the Metro website in the fall for confirmed dates.



EDMONTON PUBLIC SCHOOLS
metro continuing education

780.428.1111 | learnatmetro.ca/diploma

Tutoring for Math, Reading or Writing

Grades 7-12

Take the guesswork out of where to find a tutor this term. Metro is now offering small group tutoring sessions for math, English or writing. The tutoring program is available to junior high and high school students providing support through weekly one-hour sessions.

Junior high and high school students will be expected to identify the areas they require support.



Need tutoring for more than one skill? No problem!

For students who require assistance in multiple skills, simply sign up for an additional time/day slot.

Visit metrocontinuingeducation.ca/tutoring for up to date information.



GRADE	Subject	DATES	TIME (PM)	# SESSIONS	FEE	School
	Math	Nov 21 - Jan 23	Thursdays 5:00 - 6:00	8	\$200	
	Math	Nov 21 - Jan 23	Thursdays 6:00 - 7:00	8	\$200	
	Reading & Writing	Nov 19 - Jan 21	Tuesdays 5:00 - 6:00	8	\$200	Ellerslie
	Reading & Writing	Nov 19 - Jan 21	Tuesdays 6:00 - 7:00	8	\$200	
	Math	Nov 19 - Jan 21	Tuesdays 5:00 - 6:00	8	\$200	
	Math	Nov 19 - Jan 21	Tuesdays 6:00 - 7:00	8	\$200	
Grades 7-9	Reading & Writing	Nov 21 - Jan 23	Thursdays 5:00 - 6:00	8	\$200	S. Bruce Smith
	Reading & Writing	Nov 21 - Jan 23	Thursdays 6:00 - 7:00	8	\$200	
	Math	Nov 19 - Jan 21	Tuesdays 5:00 - 6:00	8	\$200	
	Math	Nov 19 - Jan 21	Tuesdays 5:00 - 6:00	8	\$200	
	Reading & Writing	Nov 21 - Jan 23	Thursdays 5:00 - 6:00	8	\$200	Vernon Barford
	Reading & Writing	Nov 21 - Jan 23	Thursdays 5:00 - 6:00	8	\$200	
	Math	Oct 15 - Jan 14	Tuesdays 6:00 - 7:00	11	\$275	
	Math	Oct 15 - Jan 14	Tuesdays 7:00 - 8:00	11	\$275	
	Math	Oct 17 - Jan 16	Thursdays 6:00 - 7:00	12	\$300	
Grades 10-12	Math	Oct 17 - Jan 16	Thursdays 7:00 - 8:00	12	\$300	Harry Ainlay
	Reading & Writing	Oct 17 - Jan 16	Thursdays 6:00 - 7:00	12	\$300	
	Reading & Writing	Oct 17 - Jan 16	Thursdays 7:00 - 8:00	12	\$300	

*Dates are subject to change and are confirmed upon registration.

After School Programs

From dance to coding, there's something for everyone!

We've worked closely with elementary and junior high schools across Edmonton to build customized after school enrichment programs that help kids learn new skills, explore personal interests, and build new friendships.

Cool Science

You will be encouraged to think like scientists and ask questions as you explore the wonders around you. How are rainbows created? Is Dr. Seuss' oobleck a real thing? Through inquiry, research and experiments, you will become a scientist in the making.

Art Workshop

In this program, you will work with a variety of art materials and media to create original pieces of art. From paintings to multimedia, creativity will soar in this artistic class.

Code Breakers

Calling all future coders, programmers, & designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges and be on your way to becoming the next tech star! Whether you want to be the next Mark Zuckerberg or the high school student who just made \$1 million dollars for programming in his bedroom, this course has the essentials you need to begin your journey. Offered in partnership with Black Rocket. Projects will be available online to share with friends and family.



Don't see your school?

Unfortunately that means we aren't offering programming at your school at this time, but we may in the future! You can help by suggesting Metro to your school administrators.

Registration is limited to students enrolled at our partner schools featured below

- » A.Blair.
- » Garneau
- » Mount Pleasant
- » McPherson
- » Glengarry
- » Ottelwell
- » Aldergrove
- » Gold Bar
- » Parkallen
- » Allendale
- » Grandview Heights
- » Parkview, Kildare
- » Avalon
- » Greenfield
- » Patricia Heights
- » Avonmore
- » Grovenor
- » Rideau Park
- » Baturyn
- » Hardisty
- » Rio Terrace
- » Belmont
- » Hillcrest
- » Riverdale
- » Centennial
- » Jackson Heights
- » S. Bruce Smith
- » Donald R. Getty
- » Jan Reimer
- » Steele Heights
- » Donnan
- » Johnny Brigh
- » Svend Hansend
- » Dr. Donald Massey
- » King Edward
- » Velma E. Baker
- » Elizabeth Finch
- » Lynnwood
- » Westlawn
- » Ellerslie Campus
- » Meadowlark
- » Westminster
- » Forest Heights
- » Minchau
- » Windsor Park



Academic Success Series



Junior High & Senior High School Non-Credit Courses

Develop the performance skills needed for reaching your educational and future goals. Academic Success Series courses provide you with specific techniques and methods to improve your academic performance and help you achieve better results.

Junior High

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.

Getting Great Marks – Power Study Skills

There are powerful new strategies and attitudes available to make your learning faster, easier and more fun. You will learn the tools and systems, taken from exciting new research, that produce real results. The course focuses on the six power study skills, including concentration and listening, power reading and study techniques. It is designed to bring you better marks and more confidence in the classroom.

GRADE	DATES	TIME	FEE	LOCATION
Grades 7 - 9	Oct 8 - 15	Tue 6:30 pm – 9:00 pm	\$75	Metro Avonmore

Ace Any Exam

Many of us are afraid of exams when they can be a real ally in the learning process. You will learn how to prepare for, write and debrief an exam effectively. Useful tips and techniques for multiple-choice and essay exams will be included.

GRADE	DATES	TIME	FEE	LOCATION
Grades 7 - 9	Oct 28	Mon 6:30 pm – 9:00 pm	\$41	Metro Avonmore



Senior High

Classes are FREE to current Metro high school students.

Getting Great Marks – Power Study Skills

There are powerful new strategies and attitudes available to make your learning faster, easier and more fun. You will learn the tools and systems, taken from exciting new research, that produce real results. The course focuses on the six power study skills, including concentration and listening, power reading and study techniques. It is designed to bring you better marks and more confidence in the classroom.

GRADE	DATES	TIME	FEE	LOCATION
10 - 12	Oct 10 - 17	Thu 6:30 pm – 9:00 pm	\$75	Metro Avonmore

Ace Any Exam

Many of us are afraid of exams when they can be a real ally in the learning process. You will learn how to prepare for, write and debrief an exam effectively. Useful tips and techniques for multiple-choice and essay exams will be included.

GRADE	DATES	TIME	FEE	LOCATION
10 - 12	Oct 30	Wed 6:30 pm – 9:00 pm	\$41	Metro Avonmore

Increasing Your Memory & Concentration Power

Memory and concentration are the core of learning and life and are critical to good marks and exam success. You will learn how your brain learns, remembers, and concentrates and how to take full advantage of its potential. Effective tools, systems (including the top two memory aids) and attitudes will be included.

GRADE	DATES	TIME	FEE	LOCATION
7 - 12	Nov 7	Thu 6:30 pm – 9:00 pm	\$41	Metro Avonmore

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

First we make our habits, then our habits make us. Would you like to be able to study, do your homework, be on time, workout, eat and sleep well ... all with ease? The key is positive habits. Learn how to identify and build effective, productive habits and how to replace unhealthy ones that are keeping you stuck in negative patterns.

GRADE	DATES	TIME	FEE	LOCATION
7 - 12	Nov 23	Sat 10:00 am – 12:30 pm	\$41	Metro Avonmore



Time & Organizational Management

Organizing yourself and your time can improve classroom success and change your life. You will learn techniques and attitudes to help you use your limited time and energy effectively to get your best marks. You will learn the six time management power tools including “first things first”, procrastination busters, goal setting and how to stay present.

GRADE	DATES	TIME	FEE	LOCATION
7 - 12	Nov 27	Wed 6:30 pm – 9:00 pm	\$41	Metro Avonmore

Managing Stress - Conquering Exam Anxiety

Stress can downshift you and break you or it can focus and motivate you. You will learn what stress and anxiety are and how to manage them. Strategies include: the STOP technique, deep breathing, reframing emotions and managing exam anxiety.

GRADE	DATES	TIME	FEE	LOCATION
7 - 12	Dec 7	Sat 10:00 am – 12:30 pm	\$41	Metro Avonmore



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 or from Metro.

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. Approval for part-time bursaries is managed by Alberta Works.

Deadlines for fall classes: Pick up a funding information package from Metro by Friday, August 23. You must meet with a Metro Student Advisor (by appointment only) by Friday, August 30.

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.

Register for your class online
metrocontinuingeducation.ca



Browse courses

Click **Add to Cart** when courses catch your eye!



Create a new profile

Or if you've registered online previously, sign in.



Visit the checkout

Complete your order to sign up for your classes, and get learning!

In person or by phone

Metro Continuing Education
7835 - 76 Avenue NW, Edmonton, Alberta
780.428.1111 / toll-free 1.877.202.2003
Monday through Friday: 8:30 am - 4:30 pm

Withdrawals / Refunds

To withdraw from a course, please notify Metro's Registration and Customer Service office at least one (1) full business day prior to the start of your course. For non-credit classes, a refund minus a \$25 service fee will be issued. For High School Credit classes, please refer to the course changes information on page 10.

Refunds will not be issued for non-attendance.

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

helps students achieve their educational goals.



Great programs for students of all ages:

- » Academic Success Series
- » Metro Diploma Exam Prep
- » Tutoring Programs for Grades 7-12
- » High School upgrading for students and adult learners
- » High School Summer School
- » Summer Camps for grades 1-9
- » Work Experience and Registered Apprenticeship Program (RAP) Courses
- » After school programs



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