



**THE VOYAGE
OF 50 YEARS**
PORTAGE COLLEGE

**CONTINUING EDUCATION &
FACULTY OF EXTENSION**

Fall Offerings 2018





Welcome

The College is very proud to be celebrating its 50th Anniversary in 2018. Through continuing education programming, Northeastern Albertans continue to receive exceptional learning opportunities.



Our vision for continuing education is to:

- be relevant, timely and responsive to the needs of our communities,
- provide a variety of training products,
- deliver training to assist College programs to grow and prosper, and
- be conscientiously priced.

If you are looking to improve work skills, renew a certification or take a general interest course, our instructors are ready to meet you.

Don't see what you need listed in this catalogue to meet your needs? Please contact our Continuing Education Department as we are experts at developing customized training.

Discover what Portage College continuing education has to offer you.

Guy Gervais
Vice President Academic



PORTAGE COLLEGE *Continuing Education*

Custom training that fits
your needs.

Our staff are dedicated to providing innovative solutions for your professional development needs. From safety certificates to leadership training and team building, we're passionate about engaging you or your employees on an educational journey.

Contents

WHY PORTAGE & HOW TO REGISTER	pg 6
COLD LAKE	
Driving School	pg 9
Environmental & Natural Resources	pg 9
Hospitality & Culinary	pg 9
Trades & Technical	pg 9
LAC LA BICHE	
Driving School	pg 11
Safety Training	pg 11
Trades & Technical	pg 13
Water Treatment Operator Training	pg 14
Be Fit for Life	pg 15
C.A.L.P.	
About C.A.L.P.	pg 16
Regions and Contact Information	pg 17
Canada Alberta Job Grant	pg 18

Please note: prices, dates and courses are subject to change without notice.

Why Portage?

At Portage College, we believe in empowerment. We've seen people of all ages and backgrounds grow spiritually, physically, mentally and emotionally through education.

Since 1968, we've played an integral role across rural Alberta in building successful, vibrant communities. From our origins as Alberta NewStart in Lac La Biche, offering courses like academic upgrading, trapping, wild fur management and oilfield management, to our current state of 7 campuses and over 30 certificate, diploma and university studies programs. Our involvement has always been geared to meeting the needs of the communities we serve.

Portage College takes great pride in empowering small communities. With a small, dedicated staff, we're highly focused on providing our students with exceptional learning experiences.

THE PORTAGE COLLEGE TEAM

Our team of professional instructors and support staff are highly experienced in providing education that meets or exceeds your needs. They are well-versed in modern teaching methods and passionate about the subjects they instruct.

HOW DO I REGISTER FOR A COURSE?

Give our friendly staff a call toll-free at **1-888-745-0719** or visit our website: portagecollege.ca.

PLEASE NOTE: Online courses are offered daily but students must register a minimum of 24 hours in advance.

STAY UP-TO-DATE!

Be the first to hear about what's going on in Continuing Education. Follow us on social media @PortageConEd.





***Rentals
starting at***

\$135

/ month

BUSINESS INCUBATORS

OFFICE SPACE FOR ENTREPRENEURS AND START UPS AT OUR ST. PAUL CAMPUS

Looking for a space to grow your idea? Consider our suite of Business Incubators that come equipped with multiple workspaces, wifi connections and access to an on-call business consultant.

Portage College has partnered with the Cold Lake Rural Alberta Business Centre to provide clients additional entrepreneur development supports and a direct connection to the St. Paul and District Chamber of Commerce.

For more information, call Bev Lockett at 780-614-6327.

Cold & Take



DRIVING SCHOOL

Air Brake 'Q' Endorsement

This course covers provincially mandated requirements for operating a vehicle equipped with an air brake system. Students learn how the air brakes system is maintained and operated in the most effective manner. They also learn to inspect and adjust air brake components of the brake system ensuring road worthiness. This course consists of classroom and practical training. Please see page 11 for dates in Lac La Biche.

Date(s): November 3 - 4

Time: 8:30 am - 4:30 pm

Cost: \$250

Class I & III Truck Transport

This program is designed to prepare students for employment as Class I & Class III licensed drivers. The course provides practical training in the operation of modern tractor-type truck and trailer. Students advance through a series of practical exercises involving rural, urban or city traffic circuits under actual driving conditions. Please see page 11 for dates in Lac La Biche.

Date(s): November 1 - 30

Time: 8:30 am - 4:30 pm

Cost: Contact us at 1-866-745-0719 for cost.

ENVIRONMENTAL & NATURAL RESOURCES

Solar or Not to Solar

Solar is quickly becoming a front runner in future power generation. With many different panels and configurations, it can be hard to decide which is best for you. This session will allow you to make solar panel installation decisions that make "cents"!

Date(s): October 19

Time: 7 - 9 pm

Cost: \$20

HOSPITALITY & CULINARY

The Art of Wonton Soup

Learn all about the techniques used to make this famous soup. Impress your family and friends at your next dinner party. This session includes a live demonstration that ends with a tasty soup sampling!

Date(s): September 28

Time: 7 - 9 pm

Cost: \$20

TRADES & TECHNICAL

Hairstyling 101

Are those bangs poking you in the eyes? Has the neck hair grown back before you need another haircut? Learn tips on how to trim those bangs and clean up the hairline in-between appointments. You will see live demonstrations on how to get you through to your next appointment.

Date(s): November 23

Time: 7 - 9 pm

Cost: \$20



Face To Biche



DRIVING SCHOOL

Air Brake 'Q' Endorsement

This course covers provincially mandated requirements for operating a vehicle equipped with an air brake system. Students learn how the air brakes system is maintained and operated in the most effective manner. They also learn to inspect and adjust air brake components of the brake system ensuring road worthiness. This course consists of classroom and practical training. Please see page 9 for dates in Cold Lake.

Date(s): October 24-25; December 5 - 6

Time: 8:30 am - 4:30 pm

Cost: \$250

Class I & III Truck Transport

This program is designed to prepare students for employment as Class I & Class III licensed drivers. The course provides practical training in the operation of modern tractor-type truck and trailer. Students advance through a series of practical exercises involving rural, urban or city traffic circuits under actual driving conditions. Please see page 9 for dates in Cold Lake.

Date(s): December 4-28

Time: 8:30 am - 4:30 pm

Cost: Contact us at 1-866-745-0719 for cost.

SAFETY TRAINING

Aerial Platform Operations

Students learn safe operation, pre-operation inspection, regulatory requirements and general maintenance of an aerial work platform. Equipment used may include a scissor lifts or boom lift, reaching heights up to and including 150 feet. This six to eight hour course includes a theory portion as well as a practical evaluation.

Date(s): November 16

Time: 8:30 am - 4:30 pm

Cost: \$200

Construction Safety Training System

This course is designed for the individual worker and is offered only through eLearning. The training is divided into separate modules that can be completed at your own pace, and the full program takes on average 6-8 hours to complete. This course gives a basic overview of various health and safety topics, and students are tested for 100% mastery of content.

Date(s): Ongoing, call the Continuing Education office at 1-888-745-0719 to schedule a day and time.

Time: 8:30 am - 4:30 pm

Cost: \$100

Fall Protection

This full day course is developed by Fall Protection Group and is accredited by the Oil Sands Safety Association (OSSA). The course focuses on understanding the use of fall protection options relative to what you do at various heights. You will better identify which fall protection options may best meet your needs, given the tools and knowledge to work safely.

Date(s): September 20; November 15

Time: 8:30 am - 4:30 pm

Cost: \$175

Forklift Operator

In this course we will discuss the importance of safe operation and responsibilities of a professional for lift operator, and the skills and techniques you can use to ensure safe operation and incident prevention.

Date(s): October 19; December 14

Time: 8:30 am - 4:30 pm

Cost: \$200



SAFETY TRAINING CONTINUED

H2S Alive

This course is designed for any worker who may be exposed to H2S. It teaches individuals how to work safely in and around Hydrogen Sulphide (H2S) environments.

Date(s): October 4; November 1; December 6

Time: 8:30 am - 4:30 pm

Cost: \$170

Pipeline Construction Safety Training (PCST)

This eLearning course is designed to guide the user through the safety factor encountered during the pipeline construction process. The course contains 13 topics that can be completed at the individual worker's pace. The course is typically completed in 4-5 hours. PCST meets the IRP 16 Standard. While this course includes a review of generic WHMIS, it does not provide WHMIS certification.

Date(s): Ongoing, call the Continuing Education office at 1-888-745-0719 to schedule a day and time.

Cost: \$150

Skidsteer Operator Training

The theory aspect of this course covers safe operating procedures, servicing and maintenance requirements when working with a bobcat. The practical aspect involves operation of bobcat through an obstacle.

Date(s): October 18; December 13

Time: 9 am - 4:30 pm

Cost: \$250

Standard First Aid - Level C CPR

This two day course delivers comprehensive training in first aid and cardiopulmonary resuscitation (CPR) skills for those who need training due to work requirements or who want more knowledge to respond to emergency situations. This course meets federal and provincial/territorial regulations for Standard First Aid and CPR. AED (Automated External Defibrillator) device training is also included in this two-day training session, exceeding competitor's standards.

Date(s): September 25 - 26; October 23 - 24; November 20 - 21; December 17 - 18

Time: 9 am - 4:30 pm

Cost: \$175 (\$100 for recertification)



Hairstyling

Gain skills in hairstyling. Whether you are looking at improving and learning new skills to style your own hair or for gaining new skills as a stylist, we are offering three different sessions to choose from.

1. Hairstyling Trends - Making Waves

In this two hour session, you will be provided with hands-on techniques to create the latest trends in curling and adding texture to hair. Tools, products and mannequins will be provided.

Date(s): November 20

Time: 6 - 8 pm

Cost: \$40 per session or \$100 for all three

2. Updo Fundamentals

In this two hour session, you will be provided with hands-on techniques to create special occasion up-styles. Learn how to properly use tools, products and finishing techniques to create formal styles. Tools, products and mannequins will be provided.

Date(s): December 4

Time: 6 - 8 pm

Cost: \$40 per session or \$100 for all three

3. Basic Braiding

In this two hour session, you will be provided with hands-on techniques to create basic 2 and 3 strand braids. Tools, products and mannequins will be provided.

Date(s): January 15, 2019

Time: 6 - 8 pm

Cost: \$40 per session or \$100 for all three

TRADES & TECHNICAL

Beginner Pedicure and Manicure

Gain the skills you need in order to be certified in offering manicure and pedicure services.

Through hands-on training, you will learn how to perform basic manicures and pedicures as well as paraffin wax treatment, foot and leg massage techniques and polish application. You will gain an understanding of the anatomy of the foot, diseases and disorders of the skin and nails. You will also gain an understanding of proper cleaning, sanitizing, and disinfection procedures in accordance with Health Canada regulation.

Date(s): Monday to Friday, November 26 - 30 OR December 3 - 7. Mandatory practical demonstration will be Wednesday, December 19 at 5:00 pm. Model(s) required.

Time: 8:30 am - 4:30 pm

Cost: \$500 plus kit (\$250)





WATER TREATMENT OPERATOR TRAINING

Water Quality for Water and Wastewater Operators - 1.5 CEUs

Understanding the hydrologic cycle and water related regulations are critical in identifying the appropriate responses for the day to day decision-making of a water and wastewater operator. In this course you will learn about the basic hydrologic cycle as it relates to water supply and wastewater management, the concept of watershed, and key aspects of relevant regulations. Further, you will have opportunities for field practice in environmental sampling, quality assurance and quality control to get representative water quality measurements from different water sources.

Date(s): Nov. 26 & 27

Days/Times: Mon. & Tues. / 8:30 am - 4 pm

Cost: \$425

Maps, Blueprints & Drawings - 1.0 CEUs

In this course you will be introduced to various mapping methods such as topographic, detail and aerial, and how to interpret their data. You will be introduced to blueprint reading and identification of various structures and equipment from blueprints by utilizing hands-on classroom activities. As well, you will learn to recognize the most common symbols used in related engineering drawings including process flow diagrams (PFD) and process and instrumentation diagrams (P&ID).

Date(s): Nov. 28 & 29

Days/Times: Wed. & Thurs. / 8:30 am - 4 pm

Cost: \$425

For a full list of our Water Quality for Operators courses, visit <http://www.portagecollege.ca/Programs/Continuing-Education/Environment-and-Natural-Resources/Water-Quality-for-Operators>.

BE FIT FOR LIFE



be fit for life
moving alberta

Better Body Bootcamp

Have you reached a plateau with your progress or bored with your routine? Break free with the principle of muscle confusion – that's what you'll get with this effective and efficient total body workout that combines cardio, muscular strength & endurance, core, and flexibility. Boost your metabolism first thing in the morning to build that better body!

Date(s): Sept. 18 - Dec. 6

Days/Times: Tues. & Thurs. / 7 - 7:45 am

Strike Force

This action-packed workout combines a series of punching and kicking combinations along with conditioning drills that will improve your strength and endurance, plus relieves stress! Using a variety of equipment, including punching bags, you'll feel empowered and energized when you join the Strike Force. Need to bring your own boxing gloves & wraps. *No class Oct. 8 and Nov. 12.*

Date(s): Sept. 17 - Dec. 5

Days/Times: Mon. & Wed. / 5:15 - 6 pm

ToneXpress

Get 30 non-stop minutes of total body muscle toning with this effective express workout utilizing bodyweight and portable equipment. Progressions and options shown for any level of fitness!

Date(s): Sept. 19 - Dec. 5

Days/Times: Wed. / 12:15 - 12:45 pm

Women on Weights

Weight training will help you to improve your posture and balance, increase your strength and endurance, and combat stress and anxiety. This class, designed for women, will teach you basics of weight training.

Date(s): Sept. 18 - Dec. 6

Days/Times: Tues. & Thurs. / 9 - 10 am

Cost: \$280 (no drop-ins)

FALL FITNESS CLASS FEES:

Punch Pass

- 1) \$120 for a 10 class pass
- 2) \$200 for a 20 class pass
- 3) \$70 for a NOON 10 class pass

Drop-in

Noon classes: \$10

Morning/Evening classes: \$14

TO REGISTER OR FOR MORE INFORMATION:

Call Deb at 780-623-5542 or drop by
Room 126 in the Portage College
Lac La Biche Campus.



C.A.L.P.

The College is proud to partner with the Community Adult Learning Programs in its region. The CALPs, as they are known provincially, are funded by Alberta Advanced Education.

While services vary at each CALP, all support adult literacy and foundational learning in their programs, services and supports. Their programming is developed based on community need and includes literacy learning, English as a Second Language, basic computer skills, and family literacy. One-on-one and small group tutoring is also available to suit learning needs. All CALPs in the region can work to connect you with local tutors, increase your skills and help you connect with post-secondary training.

Please use the contact information on the following pages to follow-up with the CALP in your area to determine what programs and supports are available to you beyond what is listed in this version of the College's extension catalogue.

To learn more about Community Adult Learning Programs and for locations across the province visit www.calp.ca.

REGION	CONTACT INFORMATION
Bonnyville and Area Community Adult Learning Centre	780-815-4432 carmen.murphy@portagecollege.ca
Buffalo Lake Métis Settlement	780-689-4574 https://buffalolakems.ca/
Cold Lake Community Learning Centre	780-639-3134 coldlakeclc@gmail.com http://www.coldlakelearns.com/
Elizabeth Métis Settlement	780-594-5026 http://www.elizabethms.ca/
Elk Point & District Further Education	780-724-4101 f-e-c@telusplanet.net
Fishing Lake Métis Settlement	780-943-2661 headstart@fishinglakems.ca https://flms.ca/
Kikino Métis Settlement	780-623-7868 kikinosti@mcsnet.ca
Lac La Biche Regional Awasisak & Family Development Circle Association	780-623-4742
<ul style="list-style-type: none"> • Buffalo Lake Metis Settlement • Kikino Metis Settlement • Lac La Biche Head Start 	
Lac La Biche Canadian Native Friendship Centre Association	780-623-3249 tracy@llb-cnfc.com http://www.llb-cnfc.com/
Lac La Biche Community Learning Community Learning Facilitator	780-623-2477 llbpal@telusplanet.net http://classllb.ca
Smoky Lake County Community Learning Council	780-636-2024 coordinator@slcountyclc.ca familyliteracy@slcountyclc.ca http://www.slcountyclc.ca/

REGION	CONTACT INFORMATION
St. Paul Family Literacy (Portage College)	780-645-6368 http://www.stpaulfamilyliteracy.ca/
St. Paul Community Learning Association	780-614-6346 spcla@mcsnet.ca spcla@mcsnet.ab.ca
VegMin Learning Society (Vegreville)	780-632-7920 vegmin@vegmin.com admin@vegmin.com
Community Association for Lasting Success (Vegreville)	780-632-3225 family@vcals.org

CANADA-ALBERTA JOB GRANT

The Canada-Alberta Job Grant (CAJG) is an employer-driven training program where employers and government share the cost of training new and existing employees to increase their knowledge and skills to meet the needs of Alberta's changing economy.

- **NEW:** CAJG now offers more training incentives to employers
- 100% of training cost covered for eligible unemployed hires (up to \$15,000) with incremental training requirement waived
- Sole proprietors can now train their employees using CAJG
- Assistance on travel costs for small and medium-sized organizations (outside of Edmonton and Calgary) when training is over 100km one way

For more information, visit <http://www.albertacanada.com/employers/train/jobgrant.aspx>



*Your journey
begins here.*

**Start your degree in Cold Lake,
Lac La Biche or St. Paul!**

*Bachelor of Arts • Bachelor of Commerce
Bachelor of Education • Bachelor of Science
Bachelor of Social Work*

We offer the following university courses on a regular basis:

- North American Aboriginals
- Intro. to the History of Western Art I
- Organisms in Their Environment
- Principles of Ecology
- Physiology II
- Introductory Chemistry 2
- Technology Tools for Teaching and Learning
- Communications for Health Professionals
- Educational Psychology for Teaching
- Intro. to the Novel and the Short Story
- Canadian Literature to the Modernist Period
- Personal Health & Wellness
- Canadian History, 1867-Present
- Intro. to Calculus I
- Intro. to the Movement Activities of Children
- Intro. to Psychology
- Individual & Social Behaviour
- Developmental Psychology
- Intro. of Sociology
- Sociology of Aging

***For more information about courses in Cold Lake
call: 780-639-7109. For Lac La Biche and St. Paul
call: 780-623-5575***



Toll Free: 1.888.745.0719
Email: training@portagecollege.ca
Website: portagecollege.ca

Twitter: [@PortageConEd](https://twitter.com/PortageConEd)
Facebook: [/PortageCollegeContinuingEducation](https://www.facebook.com/PortageCollegeContinuingEducation)
Instagram: [/portageconed](https://www.instagram.com/portageconed)